

**THE CITY OF LAKE FOREST
CITY COUNCIL AGENDA**
Monday, December 7, 2020 6:30p.m.

REMOTE ACCESS MEETING

Please be advised that all of the City Council members will be remotely attending this Council meeting by electronic means, in compliance with the recent amendments to the Open Meetings Act. The Mayor of the City Council has determined that it is not prudent or practical to conduct an in-person meeting due to the COVID-19 pandemic, and that it is not feasible to have the City Council members or members of the public physically present at the meeting due to the pandemic disaster.

The City will be providing members of the public with various opportunities to watch or attend this meeting, as well as provide public comment at the meeting. For example, members of the public can participate remotely in the meeting by following the public audience link which will provide both video and audio means to attend the meeting.

Public audience link:

<https://us02web.zoom.us/j/88076760162?pwd=eG94enUzSTlqUmtBRVZYVlhvRmFodz09>

Webinar ID: 880 7676 0162

Passcode: 1861

Public Comment: 847-810-3643

Honorable Mayor, George Pandaleon

James E. Morris, Alderman First Ward

Jim Preschlack, Alderman Third Ward

Jennifer Karras, Alderman First Ward

Ara Goshgarian, Alderman Third Ward

Melanie Rummel, Alderman Second Ward

Raymond Buschmann, Alderman Fourth Ward

Edward U. Notz, Jr., Alderman Second Ward

Eileen Looby Weber, Alderman Fourth Ward

CALL TO ORDER AND ROLL CALL

6:30pm

PLEDGE OF ALLEGIANCE

REPORTS OF CITY OFFICERS

1. COMMENTS BY MAYOR

A. Approval of a Resolution of Appreciation for Matt Barba, Innkeeper at the Deerpath Inn

A copy of the Resolution can be found on **page 26**

COUNCIL ACTION: Approval of a Resolution of Appreciation for Matt Barba, Innkeeper at the Deerpath Inn

B. Swearing in of Firefighter Paramedic Dan Rice and Resolution of Appreciation for Firefighter Paramedic David Tisinai

- Pete Siebert, Fire Chief

C. Lake Forest Station Pop-Up Shop Update

- Alderman Karras

2. COMMENTS BY CITY MANAGER

A. Department Spot Light

- Michael Thomas, Director of Public Works

3. OPPORTUNITY FOR CITIZENS TO ADDRESS THE CITY COUNCIL

Members of the public can provide public comment by calling into the following number during the meeting: 847-810-3643

4. COMMITTEE REPORTS

FINANCE COMMITTEE

1. Gorton Community Center 2021 Budget Presentation

*PRESENTED BY: Finance Committee Chairman James Morris;
Kate Rother, Board Chair; Nick Bothfeld, Finance Chair;
and Amy Wagliardo, Executive Director
STAFF CONTACT: Elizabeth Holleb (847-810-3612)*

BACKGROUND/DISCUSSION: Pursuant to Section 10.C.3 of the Restated Agreement Relating to the Gorton Property executed in July 2013, as amended by the First Amendment to Restated Agreement executed in October 2019, the Finance and Operations Sub-Committee and the Gorton Executive Director shall submit to the City Manager and Finance Chair of the City Council for review and recommendation to the City Council the Center's annual budget and plans for the use of and programming at the property. The Annual Budget and Plan shall include a five-year financial forecast. Following review, the City shall submit a recommendation to the City Council for approval, approval with modifications or rejection of the Annual Budget and Plan to the full City Council. Upon receipt of the recommendation, the City Council has the right to approve, approve subject to modification, or reject the Annual Budget and Plan. If rejected, the Center would be authorized to operate and occupy the property in accordance with the Annual Budget and Plan last approved by the City Council subject to rate adjustments not exceeding the change in the Consumer Price Index. A copy of the Annual Budget, Capital Budget and Five-Year Forecast is provided beginning on **page 27**.

Section 10.D.1.b of the First Amendment to Restated Agreement sets forth GCC's maintenance obligations. GCC is required to include in its annual budget and plan sufficient funding to satisfy the GCC maintenance obligations each year. In any year the GCC's endowment falls below \$2 million, GCC is required to include in its annual budget and plan at

least \$25,000 in that year, and maintain that amount until the Endowment again reaches \$2 million. For 2021, GCC's endowment exceeds \$2 million.

Representatives of Gorton met with Finance Committee Chairman Morris, City Manager Wicha and Finance Director Holleb on October 27 to review Gorton's 2021 draft budget. The Gorton Board approved the 2021 Budget on November 9.

COUNCIL ACTION: It is recommended that the City Council consider approval of the Gorton Community Center 2021 Budget.

2. Consideration of an Ordinance Establishing the 2020 Tax Levy (Final Reading)

PRESENTED BY: *Elizabeth Holleb, Finance Director (847-810-3612)*

PURPOSE AND ACTION REQUESTED: Staff requests final approval of an Ordinance establishing the 2020 property tax levy.

BACKGROUND/DISCUSSION: The annual tax levy must be filed with the County Clerk by the last Tuesday in December. The City has a significant reliance on property tax revenues, which represents more than 50% of the General Fund revenue.

Spreadsheets related to the proposed tax levy for 2020 are attached (**page 34**) for your consideration. These include: 1) the tax levy limitations under the tax cap; 2) the tax levy distributed by fund without new growth and allowances distributed; 3) the tax levy by fund with new growth and allowances distributed; and 4) an explanation of the tax increase to an average homeowner.

The tax levy to be approved includes the needs of all City departments, as well as for pensions and debt service requirements. A summary of the proposed levy is as follows:

FUND	Proposed 2020 LEVY	2019 Extension	\$ CHANGE	% CHANGE
City General	\$ 14,341,044	\$ 14,343,741	\$ (2,697)	-0.02%
Pension Funds	6,961,317	6,307,419	653,898	10.37%
Fire Pension PA 93-0689	120,316	103,768	16,548	15.95%
Recreation	1,828,917	1,460,329	368,588	25.24%
Parks	3,425,169	3,250,410	174,759	5.38%
Recreation & Parks/Specific Purpose	125,000	125,000	0	0.00%
Special Recreation	494,995	483,866	11,129	2.30%
Capital Improvements	1,541,725	1,538,000	3,725	0.24%
Library	3,966,737	3,863,755	102,982	2.67%
Library sites	428,994	419,349	9,645	2.30%
Bond Funds	1,829,087	1,828,011	1,076	0.06%
TOTAL TAX LEVY - CITY	\$ 35,063,301	\$ 33,723,648	\$ 1,339,653	3.97%
School District 67- ESTIMATED	\$ 35,375,368	34,403,794	\$ 971,574	2.82%
GRAND TOTAL	70,438,669	68,127,442	\$ 2,311,227	3.39%
Ordinance (exclude Bond Funds)	<u>\$68,609,582</u>			

School District #67 levy amounts are estimates and subject to final approval by the School District Board.

PROJECT REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
City Council	11/16/20	First reading of 2020 tax levy ordinance
Finance Committee	11/9/20	Discussion of proposed 2020 tax levy
City Council	11/2/20	Determination of a preliminary non-binding estimate of the 2020 levy.
Finance Committee	10/19/20	Approval of 2020 Tax Levy Estimate

BUDGET/FISCAL IMPACT: The proposed tax levy for 2020 reflects a 3.97% increase over the 2019 tax levy extensions for the City and Library operating funds and City pension and debt service funds. This increase is comprised of the 2.30% property tax cap increase on operating and IMRF pension levies; debt service bond levies as previously approved by City Council bond Ordinances, subject to abatement for debt paid by alternate revenue sources; increases attributable to new construction; and increases in police and fire pension costs as determined by an independent actuarial valuation. **The average increase to existing residents (\$800,000 home) is projected to be \$132 or 3.60%.**

COUNCIL ACTION: Grant final approval of an Ordinance Establishing the 2020 Tax Levy (page 39).

PERSONNEL, COMPENSATION AND ADMINISTRATION COMMITTEE

1. Approval of Health Insurance Contract Renewals for Calendar Year 2021

PRESENTED BY: DeSha Kalmar, Director of Human Resources (847-810-3530)

PURPOSE AND ACTION REQUESTED: PCA Committee and Staff are recommending retaining current health plan providers while making changes in stop loss coverage. The City's Think Healthy wellness program, effective in 2018, is meeting expectations.

BACKGROUND/DISCUSSION: The City provides a self-funded medical and dental plan and insured life insurance, transplant coverage, and reinsurance (stop loss) for large claims and total liability. The cost is determined by forecasts based on actual claims, fixed costs for administration, reinsurance, and costs for life insurance. Human Resources, through a collaborative process with an employee benefit committee, will be adopting changes to the prescription drug coverage for higher cost drugs. These types of changes contribute to reducing the amount of premium increases.

Insurance consultant Wright Benefit Strategies (WBS) recommended bidding stop loss this year after not marketing it last year. We typically bid this service approximately every two years.

The reason for not bidding annually is that it can reduce leverage in negotiations in difficult claim years and potentially puts the City at greater risk of large exclusions, rate increases, or both. In the case of our stop loss coverage, we are recommending a change from Voya to Sun Life and raising the self-insured deductible level from \$150,000 to \$170,000.

WBS bid our administration services, currently provided through PBA (which includes Cigna PPO). Staff is also recommending retaining Asset Health, our wellness services vendor, for a successive one-year term. Bidding other services is not recommended at this time due to existing multi-year contracts, favorable renewals and contractual features relating to our benefit structure.

PROJECT REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
PCA Committee	11/17/20	Reviewed and recommended for City Council approval

BUDGET/FISCAL IMPACT: Recommendations based on renewal quotes:

- **Retain Professional Benefit Administrators (PBA) for Administration and Billing Services** PBA medical administration fees increased slightly by \$2,940. PBA is a low-cost provider for administration of the City health plan, including claims administration and coordination of medical plan services and administration of the City flexible spending account. Staff and the City's insurance consultant recommend retaining PBA based on their service and the nature of the City's benefit structure, as costs are lower than other providers. The City requested pricing for services through several similar firms and received illustrative pricing that indicates PBA is lower in cost and PBA is meeting expectations.
- **Retain preferred provider network administration with CIGNA through PBA.** Cigna provides networks and managed care services through a contracted relationship with PBA. CIGNA provides broad access and favorable discounts. Services are meeting expectations. CIGNA would be available through alternative vendors.

PBA Current Annual Cost	PBA Renewal	Trustmark	Allied Benefits
\$152,792	\$155,732	\$175,977	\$162,618

- **Change to Sun Life for Stop Loss Coverage, Increase the City Self-Insured Retention to \$170,000 from \$150,000, and Retain Optum Health for Transplant coverage.** WBS requested bids for Specific reinsurance for large claims and Aggregate reinsurance for total claims in a calendar year for 2021. Three carriers submitted proposals, and a number of other companies declined to bid. Sun Life is the lowest cost carrier and has previously insured the City. All carriers are requiring the City retain a higher liability for one large claim. Moving to Sun Life and raising the deductible is expected to reduce stop loss costs by \$120,000 compared to the renewal through Voya.

	Voya 150k Current	Voya Renewal	Voya \$170k deductible	Sun \$170k deductible
Specific & Aggregate Premium	\$754,164	\$831,834	\$780,718	\$671,625
Optum Transplant	\$30,004	\$30,004	\$30,004	\$30,004

- **Retain Asset Health services for Think Healthy Wellness Program**

Staff is recommending renewing the contract for wellness services through Asset Health, a leading provider of wellness technology and administration for 1 million members including fortune 500 companies. Asset Health provides consulting, participant administration through a website, health and wellbeing learning exercises, activity “challenges” (time sensitive activities designed to reinforce positive behaviors linked to improved health), as well education by self-determined and programmatic learning. The services are meeting expectations for reduced staff time in administration, improved communication and education resources available to participants, while reducing health cost growth over time. The service has been well received by employees and is actively managed through our Employee Wellness Committee. Through reporting from Asset Health and the City’s health plan, WBS has observed that costs may be trending lower than other employers through reduced pharmacy and professional utilization, which has trended down over the last several years. This has resulted in lower cost increases. Results suggest the City is seeing positive behavioral and health plan utilization, and participation is widespread among employees. The City did not bid the service this year due to the integrated nature of the service to the relatively new Think Healthy wellness program, which has been in its current form since 2018. Other providers of similar services, including consulting and web services, are generally similar or more expensive in cost, while many only offer software-based applications. In 2017, Industry studies, and Asset Health experience with other employers, suggested the City may save approximately \$400,000 over four years. WBS is compiling annual results for comparison after the first two years completed last year.

Funding Source: Self-Insurance Fund Spread over FY20 and FY21 budgets	Current	Amount Requested	Budgeted?
Summary Pricing PBA with CIGNA PPO	\$154,292	\$155,732	Yes
Summary Pricing Sun Life Stop Loss			
• Specific & Aggregate Premium	\$754,164	\$672,154	Yes
• Transplant Premium (Optum)	\$30,004	\$30,004	Yes
• Total	\$784,168	\$702,158	Yes
Summary Pricing Asset Health Wellness	\$30,000	\$30,000	Yes

- Has City staff obtained competitive pricing for proposed goods/services?
 - **Yes – administration and stop loss coverage**
 - **No – wellness program**
- If no, indicate the specific exception or waiver requested:
 - Administrative Directive 3-5, Section 6.1(I) – Existing Relationship

COUNCIL ACTIONS: Authorize the City Manager to execute contracts:

- retaining Professional Benefit Administrators (PBA) for administration and billing services
 - retaining preferred provider network administration with CIGNA through PBA
 - moving stop loss coverage to Sun Life, with \$170,000 deductible
 - renew with Optum Health for transplant coverage, a component of stop loss coverage, and
 - retaining Asset Health services for Think Healthy Wellness Program
2. **Consideration of an Ordinance Amending the City Code relating to Real Estate Transfer Taxes and to approve a waiver of the 60 day filing requirement to Joan Alley 727 N McKinley Rd Unit 200 (Waive First Reading and Grant Final Approval)**

PRESENTED BY: *Diane Hall, Assistant Finance Director (847)810-3614*

PURPOSE AND ACTION REQUESTED: The Personnel Compensation Administration (PCA) Committee recommends approval of the proposed Ordinance amending City Code Sections 39.164 – 39.166 related to the Real Estate Transfer Tax (RETT) refund and appeal procedures and granting a waiver of the 60 day filing requirement to Ms. Joan Alley of 727 N McKinley Rd. Unit 200.

BACKGROUND/DISCUSSION: City Code sections 39.164 – 39.166 provide the process for residents to submit requests for a refund of RETT paid up to \$2,000, appeal staff's interpretation of the code and request a variance to the RETT refund requirements. In order to qualify for a refund, residents must meet two main requirements. The resident must have occupied the sold residence as the primary residence for a minimum of three years preceding the sale and the closing dates of both properties fall within twelve calendar months of each other.

Appeals - City Code provides a process for a resident to appeal to the City Manager if the resident believes the City has interpreted the City Code incorrectly. City Code provides an additional process for a resident to appeal to the PCA Committee the decision of the City Manager. The determination of the PCA Committee shall be final.

Variances - As outlined in section 39.166(B)(2), the City Manager has the authority to grant a variance of the one-year limitation up to two years. If the variance of the one-year limitation is greater than two-years, the request is required to be presented to the PCA Committee. A variance of the one-year requirement may not be granted if more than three years. A request for a variance to the one-year purchase/sale date requirement must be filed with the City Manager within 60 days after the closing.

Staff proposes revisions to sections 39.164 – 39.166 of the City Code regarding RETT refunds, appeals and variances. Staff receives requests for variances to the City Code for the one-year sale/purchase and residency requirements. While many of these requests fall within the provisions, a few require interpretation of the Code. Staff is proposing changes to the Code to provide clearer language regarding the requirements to qualify for a refund and to provide staff with greater flexibility to approve reasonable requests. Staff is recommending the initial request of a variance from one year to two years move to the Finance Director and any additional request from two years to three years to the City Manager. It is important to note that expenditure of City funds in the amount of \$2,000 requires only a department head

approval if goods/services are being purchased and the City Manager is authorized to waive fees up to \$5,000. A redline version of the proposed Ordinance can be found on **page 48**.

Ms. Alley was denied a variance based on filing an application for a variance more than 60 days after the closing of her property. If not for the 60 day requirement, she would have been eligible under the City Manager's authority to request a variance. The PCA Committee reviewed Ms. Alley's circumstances and has recommended that the City Council grant a waiver of the 60 day filing requirement per City Code and authorize a refund up to the maximum allowed. Proposed City Code revisions to be considered, include extending the 60 day requirement to one year.

PROJECT REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
PCA Committee	11/17/20	Recommends City Council approval of proposed revisions to Code Sections 39.164 – 39.166 and a waiver of the 60 day filing requirement to Joan Alley 727 N McKinley Rd.

BUDGET/FISCAL IMPACT: Approval of these items would have a modest financial impact in that occasional refunds of real estate transfer tax would be made that would not have otherwise occurred under current City Code provisions.

COUNCIL ACTION: If determined to be appropriate by the City Council, waive first reading and grant final approval of an Ordinance approving amendments to the City Code relating to Real Estate Transfer Taxes and to approve a waiver of the 60 day filing requirement to Joan Alley 727 N McKinley Rd Unit 200.

5. ITEMS FOR OMNIBUS VOTE CONSIDERATION
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- 1. Approve the Extension of the Mayor's Declaration of a Local State of Emergency until the next City Council Meeting**

STAFF CONTACT, *Jason Wicha, City Manager*

PURPOSE AND ACTION REQUESTED: It is requested that the City Council extend the Declaration to the next City Council meeting.

BACKGROUND/DISCUSSION: Over the past month, the U.S. Government and the State of Illinois have issued multiple orders declaring a state of emergency over the country and the State of Illinois in order to address the impact from the global pandemic from COVID-19. In order to address the impact this pandemic has had on the City of Lake Forest, Mayor Pandaleon exercised his authority to issue a Declaration of a Local State of Emergency on Saturday, April 4, 2020. At the April 6, 2020 City Council meeting, the City Council extended the Declaration to the next City Council meeting which was November 16, 2020.

In order to ensure that the emergency powers authorized by the local declaration remain in effect where necessary, the Mayor is asking the City Council to further extend the Declaration

of a Local State of Emergency until the next City Council meeting that takes place after the December 7, 2020.

REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
City Council	11/16/2020	City Council Approved the Mayors Declaration until the next City Council Meeting
City Council	11/2/2020	City Council Approved the Mayors Declaration until the next City Council Meeting
City Council	10/19/2020	City Council Approved the Mayors Declaration until the next City Council Meeting
City Council	10/5/2020	City Council Approved the Mayors Declaration until the next City Council Meeting
City Council	9/8/2020	City Council Approved the Mayors Declaration until the next City Council Meeting
City Council	8/3/2020	City Council Approved the Mayors Declaration until the next City Council Meeting
City Council	7/20/2020	City Council Approved the Mayors Declaration until the next City Council Meeting
City Council	6/15/2020	City Council Approved the Mayors Declaration until the next City Council Meeting
City Council	6/1/2020	City Council Approved the Mayors Declaration until the next City Council Meeting
City Council	5/18/2020	City Council Approved the Mayors Declaration until the next City Council Meeting
City Council	5/4/2020	City Council Approved the Mayors Declaration until the next City Council Meeting
City Council	4/20/2020	City Council Approved the Mayors Declaration until the next City Council Meeting
City Council	4/6/2020	City Council Approved the Mayors Declaration until the next City Council Meeting
	4/4/2020	Mayor Pandaleon exercised his authority to issue a Declaration of a Local State of Emergency

BUDGET/FISCAL IMPACT: N/A

COUNCIL ACTION: Approve the extension of the Mayor's Declaration of a Local State of Emergency until the next City Council Meeting

2. Approval of the November 16, 2020 City Council Meeting Minutes

A copy of the minutes can be found beginning on **page 54**

COUNCIL ACTION: Approval of the November 16, 2020 City Council Meeting Minutes.

3. Approval of the Check Register for the Period of October 24 through November 20, 2020

STAFF CONTACT: Elizabeth Holleb, Finance Director (847-810-3612)

BACKGROUND/DISCUSSION: City Code Section 38.02 sets forth payment procedures of the City. The Director of Finance is to prepare a monthly summary of all warrants to be drawn on the City treasury for the payment of all sums due from the City (including all warrants relating to payroll and invoice payments) by fund and shall prepare a detailed list of invoice payments which denotes the person to whom the warrant is payable. The warrant list detail of invoice payments shall be presented for review to the Chairperson of the City Council Finance Committee for review and recommendation. All items on the warrant list detail recommended for payment by the Finance Committee Chairperson shall be presented in summary form to the City Council for approval or ratification. Any member of the City Council shall, upon request to the City Manager or Director of Finance, receive a copy of the warrant list detail as recommended by the Finance Committee Chairperson. The City Council may approve the warrant list as so recommended by the Finance Committee Chairperson by a concurrence of the majority of the City Council as recorded through a roll call vote.

The Council action requested is to ratify the payments as summarized below. The associated payroll and invoice payments have been released during the check register period noted.

Following is the summary of warrants as recommended by the Finance Committee Chairperson:

Check Register for October 24 - November 20, 2020

	Fund	Invoice	Payroll	Total
101	General	554,333	1,582,933	2,137,266
501	Water & Sewer	99,081	190,682	289,763
220	Parks & Recreation	138,205	410,781	548,986
311	Capital Improvements	295,627	0	295,627
202	Motor Fuel Tax	0	0	0
230	Cemetery	24,225	32,192	56,417
210	Senior Resources	4,974	25,307	30,281
510	Deerpath Golf Course	14,387	2,959	17,345
601	Fleet	122,327	61,751	184,079
416 - 433	Debt Funds	0	0	0
248	Housing Trust	150,000	0	150,000
201	Park & Public Land	182,286	0	182,286
	All other Funds	694,896	169,312	864,208
		\$2,280,340	\$2,475,917	\$4,756,257

Amounts reported as "All Other Funds" include \$390,124 in Medical and Dental claim payments from the Self Insurance Fund.

COUNCIL ACTION: Approval of the Check Register for the Period of October 24 through November 20, 2020

4. Approval of a Resolution of Appreciation for retiring Firefighter Paramedic David Tisinai

A copy of the Resolution can be found on **page 59**

COUNCIL ACTION: Approval of a Resolution of Appreciation for retiring Firefighter Paramedic David Tisinai

5. Approval of Ordinances Abating 2020 Tax Levies for Various G.O. Alternate Revenue Bond Issues (Final Reading)

PRESENTED BY: Elizabeth Holleb, Finance Director (847-810-3612)

PURPOSE AND ACTION REQUESTED: Staff requests final approval of ordinances abating 2020 property tax levies.

BACKGROUND/DISCUSSION: The proposed Ordinances provide for the abatement (reduction) of 2020 property taxes levied for the various outstanding general obligation alternate revenue bond issues. The tax levies for all bond issues are established and recorded with the County Clerk at the time the bonds are issued. Therefore, in order to reduce the 2020 bond tax levies, an abatement ordinance must be approved and filed with the County Clerk no later than March 1, 2021. The abatement of these general obligation alternate revenue bonds is possible due to the fact these bond funds have an adequate revenue source from water sales, golf fees, sales tax and/or TIF increment. Therefore, the general obligation tax levy can be abated as was planned at the time the bonds were issued.

The proposed Ordinances (**beginning on page 60**) are as follows:

- An Ordinance Abating a Portion of the Tax being Levied in 2020 for the Annual Payment of the Principal and Interest on the General Obligation Bonds, Series 2015 Bond Issue
- An Ordinance Abating a Portion of the Tax being Levied in 2020 for the Annual Payment of the Principal and Interest on the General Obligation Bonds, Series 2017 Bond Issue
- An Ordinance Abating a Portion of the Tax being Levied in 2020 for the Annual Payment of the Principal and Interest on the General Obligation Bonds, Series 2019 Refunding Bond Issue

BUDGET/FISCAL IMPACT: A summary of the proposed tax levy abatements is provided below:
2020 Debt Service Levy and Abatements

	Levy per County	TIF	Golf	Water	.5 NHRST	Net Levy
2013	747,012.50					747,012.50
2015	609,425.00	(361,312.50)				248,112.50
2017	271,152.50			(271,152.50)		0.00
2019	3,486,212.50		(102,884.69)	(2,024,640.41)	(524,724.90)	833,962.50
	5,113,802.50	(361,312.50)	(102,884.69)	(2,295,792.91)	(524,724.90)	1,829,087.50
1% L/C	5,164,940.53					1,847,378.38

COUNCIL ACTION: Approval of Ordinances Abating 2020 Tax Levies for Various G.O. Alternate Revenue Bond Issues (Final Reading)

6. Consideration of an Ordinance approving a Fee Schedule and Ordinances adopting new fees (Final Reading)

STAFF CONTACT: *Diane Hall, Assistant Finance Director (847-810-3614)*

PURPOSE AND ACTION REQUESTED: Staff requests final approval of the proposed Ordinances.

BACKGROUND/DISCUSSION: As part of the budget process, all departments are asked to review their user fees. A comprehensive fee schedule is provided as Exhibit A to the Ordinance approving a fee schedule, which clearly identifies the proposed fee increases highlighted in yellow and the proposed new fees highlighted in orange. Fees highlighted in green are not reflective of changes in existing fees; rather, they are clarifications due to a review of City Code and current practices or the addition of previously approved fees into the Fee Schedule.

Departments have provided supplemental memos justifying their proposed fee adjustments and new fees, which are included in the packet beginning on **page 95**. New fees require a separate Ordinance to be submitted by the department proposing the new fee and accompany the Ordinance approving the fee schedule. The following Ordinances are submitted for City Council consideration at this time:

- Ordinance approving a fee schedule (**page 63**)
- Ordinance adopting a new fee for sales in residential zoning districts conducted by for profit entities (**page 86**)
- Ordinance adopting new fees related to development activity (**page 89**)
- Ordinance adopting new fees related to public works (**page 92**)

PROJECT REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
City Council	11/16/20	First reading of proposed ordinances
Finance Committee	11/9/20	Discussion of proposed ordinances

BUDGET/FISCAL IMPACT: Annual revenue for the new and increased fees is estimated to be \$166,658 in the General Fund, \$8,153 in the Parks and Recreation Fund, \$27,053 in the Golf Course Fund and \$181,999 in the Water Utility Fund.

COUNCIL ACTION: Grant final approval of the Proposed Ordinance approving a Fee Schedule and Ordinances adopting new fees (Final Reading)

7. Approval of a One-Year Contract Renewal with InterDev for Information Technology Support in the Amount of \$124,000

STAFF CONTACT: *Joseph Gabanski, Assistant IT Director (847-810-3591)*

PURPOSE AND ACTION REQUESTED: Staff requests City Council award a one year contract renewal for Information Technology (IT) professional services for supplemental IT support including public safety technology initiatives, extending an agreement with InterDev, LLC that will expire in December.

BACKGROUND/DISCUSSION: Since January 2011, the City has contracted with various technology consulting services to provide enhanced IT support services. In July 2012, the City Council authorized a contract to provide supplemental IT support specializing in public safety technical knowledge. On August 4, 2014, in conjunction with the move to centralized public safety dispatching the City Council approved an agreement with InterDev to provide IT support for one year. Subsequent renewals with InterDev have occurred annually.

On June 19, 2020 the City issued a Request for Proposals (RFP) for services inclusive of all current ongoing contractual IT services which is comprised of a general IT support technician. On July 6, 2020 twenty three (23) proposals were received. A City selection committee interviewed seven (7) consulting companies in August and September. Consultants were chosen for interviews based on technical qualifications, government experience, proposal costs, and bench strength of the services proposed. Staff conducted additional due diligence and negotiations in October with the finalists.

PROJECT REVIEW/RECOMMENDATIONS:

Milestone	Date	Comments
Technician Interviews & Other Due Diligence	07/2020 – 10/2020	
Vendor Proposals Submitted	07/06/2020	Twenty Three (23) Proposals Received
RFP Issuance	06/19/2020	
Supplemental Contractual IT Support Model Enacted	01/2011	

BUDGET/FISCAL IMPACT:

Has City staff obtained competitive pricing for proposed goods/services? **YES**
Competitive pricing was obtained through an RFP process.

The following is the summary chart of finalists' proposal overall scoring:

IT Technical Services Vendors	Hourly Rate	Evaluation Score (max 100) ↓
InterDev, LLC	\$ 62.00	83
Prescient Solutions	\$ 79.33	78
Sierra ITS	\$ 40.00	76
Zion Cloud Solutions LLC	\$ 38.50	66
Sentinel Technologies	\$ 44.00	56
Compu-Vision Consulting, Inc.,	\$ 47.00	51
OtterBase, Inc.	\$ 40.00	36

In 2017, the City Council approved a one-year renewal of the InterDev agreement at a rate of \$58.82 per hour. In 2018, the City Council approved a one-year renewal of the InterDev agreement at a rate of \$67.57 per hour. Due to a staffing change in September 2019, the rate was reduced to \$62.88 per hour. In 2019, City Council approved a one-year renewal at a varied rate of \$66.02 to \$66.59 per hour based on the qualifications and experience of the technician provided. InterDev's proposed renewal rate of \$62.00 per hour is higher than the other vendors' proposed rates (\$38.50-79.33) however, lower than the approved rate for FY20. InterDev has agreed to allow for a re-negotiation of the hourly rate in the event the assigned personnel is changed during the contract term. InterDev is currently staffing a supplemental support technician with acceptable results. If approved, a new one-year contract would commence after the current contract expires in December 2020.

Staff recommends approval of a one-year agreement renewal with InterDev to provide supplemental IT support to leverage knowledge specialized in municipal/public safety technical support and familiarity with the City's IT environment. The funds are budgeted in the General Fund:

FY2021 Funding Source	Amount Budgeted	Amount Requested	Budgeted? Y/N
IT Contractual Operating	\$170,235	\$124,000	Y

COUNCIL ACTION: Approval of a One-Year Contract Renewal with InterDev for Information Technology Support in the Amount of \$124,000

8. Consideration of an Ordinance Amending the City of Lake Forest Liquor Code, to increase the number of Licenses available in Class E-1 and H-2 (First reading and if appropriate final approval)

STAFF CONTACT: Margaret Boyer, City Clerk, 847-810-3674

PURPOSE AND ACTION REQUESTED: At the direction of the City's Liquor Commissioner, Staff is requesting consideration of an Ordinance amending the Liquor Code to include one additional Class E-1 and H-2 License.

BACKGROUND AND DISCUSSION: The Liquor Commissioner received a letter of intent from Janko Group for The Forester- A Hyatt Place Hotel, located at 210 N. Field Drive, requesting a Class E-1 and H-2 license. Both licenses are appropriate for a hotel setting. The E-1 License authorizes the retail sale of alcohol by restaurants and hotels, and the H-2 License authorizes the retail sale of alcohol at catered events.

The proposed ordinance can be found beginning on **page 110**. It is important to note that without further action of the City Council, the maximum number of licenses in any class shall be automatically reduced by one upon the expiration, revocation or non-renewal of an existing license in any such license class. In this case the number of E-1 and H-2 licenses will be increased by one.

As the Council is aware, the issuance of liquor licenses is under the purview of the City's Liquor Commissioner and the Mayor serves in that role. However, the City Code only authorizes a

specific number of liquor licenses and historically, this number coincides with the current number of licenses issued.

When new requests for liquor licenses are submitted, and after review by the Liquor Commissioner and a determination that the Issuance of a license is appropriate, the City Council is asked to consider an amendment to the Liquor Code.

BUDGET/FISCAL IMPACT: The fiscal impact of adding an additional licenses would have a positive impact on liquor license revenues.

COUNCIL ACTION: Consideration of an Ordinance Amending the City of Lake Forest Liquor Code, to increase the number of Licenses available in Class E-1 and H-2 (First reading and if appropriate final approval)

9. Authorization to Advance FY22 Capital Expense and Approval to Award a Contract to Lohmann Quitno Golf Course Architects, Inc. for Preparation of Final Construction Documents for Deerpath Golf Course as Associated with the IDOT Storm Water Project, in the Amount of \$24,600.

STAFF CONTACT: *Chuck Myers, Superintendent of Parks and Forestry, 810-3565*

PURPOSE AND ACTION REQUESTED: City staff is recommending City Council approval to award a contract to Lohmann Quitno Golf Course Architects, Inc. for the preparation of the final construction documents for the restoration of the storm water basins on Deerpath Golf Course associated with the Rte. 41 & Deerpath Pump Station Project.

BACKGROUND/DISCUSSION: The City and State have been working together for the past eight years on a project to upgrade the storm sewer pump station located under the south bridge abutment at Route 41 & Deerpath Road. The proposed replacement pump station would be located on the southwest corner of Ahwahnee Lane and Deerpath Road. Miscellaneous storm sewer and roadway improvements are proposed along Deerpath Road from 100 feet west of Westmoreland Road to 750 feet west of Golf Lane. Additionally, storm sewer, retaining wall, and two detention ponds will be created on Deerpath Golf Course.

On June 1, 2020 City Council approved an Inter-Governmental Agreement (IGA) between the City of Lake Forest and the Illinois Department of Transportation (IDOT) for the Rte. 41 & Deerpath Pump Station Project. The IGA provides the City with funding to design and construct the restored landscapes for both the Deerpath Golf Course and the pump station property, totaling \$693,083. The City requested the reimbursement to ensure that both locations will be restored in a manner that is acceptable to the City. The IGA states that the City can request 80% of the total funding amount upon final completion of the IDOT storm water work that is specifically on Deerpath Golf Course (e.g. the two ponds, the storm sewer connecting the two ponds, etc.). The IDOT storm water work on Deerpath Golf Course is expected to be completed by May 2021 and at that time the City will begin the restoration of the golf course in that area. The remaining 20% of funding can be requested at the conclusion of the City's restoration work.

The City's golf course design architect has developed a preliminary plan that incorporates the two new ponds into holes 1, 17, and 18. The City is now in need of an architectural firm to

assist the City in the preparation of construction drawings, specifications and bidding services for the restoration of the IDOT Storm Basins. The project consists of preparing the final construction documents for the #17 green and hole #18 teeing area in relation to the IDOT detention pond project, along with the restoration of this area and for the basin area to be constructed on hole #1.

BUDGET/FISCAL IMPACT: City staff solicited quotes from four local golf course architectural firms. Two quotes were received and the other two declined to submit a quote based on time constraints. Lohmann Quitno Golf Course Architects, Inc. provided the lowest quote and they have been a reliable firm for the City in past projects, including the preliminary design work for this project.

Has competitive pricing been obtained for proposed goods/services? Yes, the bid process is not required by the City Purchasing Policy; however, as stated previously staff reached out to four firms for quotes on the project.

Recommended Bidder/Proposer is BOLDED

Company Name	Dollar Amount Bid
Lohmann Quitno Golf Course Architects	\$24,600
Martin Design Group	\$26,000
MJB Golf Design	No Quote Received
Jacobson Golf Course Design	No Quote Received

In order to have the design work complete before IDOT transfers the pond areas back to the City for restoration, staff recommends that the contract for design work be awarded now so it can be started in December of 2020. This will allow for a more seamless transfer from IDOT contractors to the City for the restoration of the golf course and ensure that the restoration begins in a timely manner. Therefore, to accelerate the construction schedule, \$24,600 of the total \$693,083 budget will be spent in FY2021. Amounts expended in FY2021 from the FY2022 Budget allocation will be adjusted via the rollover process in July.

Below is an estimated summary of Project budget:

FY2021 Funding Source	Amount Budgeted	Amount Requested	Budgeted? Y/N
510-6325-476.76-55 Golf Fund	\$-0-	\$24,600	N*

* This expense will be included in the FY22 Budget. Staff is requesting authority to advance the FY22 capital expense.

COUNCIL ACTION: Authorization to Advance FY22 Capital Expense and Approval to Award a Contract to Lohmann Quitno Golf Course Architects, Inc. for Preparation of Final Construction Documents for Deerpath Golf Course as Associated with the IDOT Storm Water Project, in the Amount of \$24,600.

10. Approval of a Change Order to the Agreement with Bleck Engineering Company, Inc. to Provide Additional Engineering Design Services for the Ringwood Road Ravine Project in the Amount of \$18,300

Staff Contact: *Jim Lockefer, Public Works Management Analyst (810-3542)*

PURPOSE AND ACTION REQUESTED: The Public Works Committee and City staff are requesting approval of a change order with Bleck Engineering Company, Inc. to provide additional professional engineering design services for the Ringwood Road Ravine Project in the amount of \$18,300.

BACKGROUND/DISCUSSION: During the spring of 2018, City Water & Sewer Section staff identified a failure of a stone retaining wall on the north side of Ringwood Road, east of Sheridan Road. The retaining wall supports a stormwater culvert that conveys stormwater through the Walden ravine. On April 4, 2019, Bleck Engineering inspected the headwall and the stormwater culvert at the request of the City. Bleck Engineering's preliminary findings confirmed that multiple portions of the stone retaining wall had collapsed and that a portion of the failed wall fell into the box culvert. The failures have also resulted in a portion of the adjacent ravine slope sliding. Repairs on the north side of Ringwood Road are needed to re-build the crushed end of the box culvert, the failed retaining wall, and to correct the ravine slide that has occurred on the slope. On June 17, 2019, City Council approved of an agreement in the amount of \$44,500 with Bleck Engineering to provide a design for these repairs.

Bleck Engineering substantially completed the project design in October, 2019 in order to provide an accurate construction cost estimate for the November, 2019 Finance Committee Budget Meeting. Ultimately, the project was not recommended for construction funding in Fiscal Year 2021. In preparation of the November, 2020 Finance Committee Budget Meeting, staff worked with Bleck Engineering to ensure that the estimated construction cost was updated and accurate. While the original design work for the north side of the road remained unchanged, Bleck Engineering discovered new ravine stormwater erosion on the south side of Ringwood Road that has caused an adjacent ravine slope to fail. In addition, the slope failure has caused some channel obstructions. These issues formed as a result of the significant rainfall amount the City experienced in the late spring and early summer of 2019 and 2020.

In an effort to complete a comprehensive repair of this particular ravine area, City staff and the Public Works Committee recommends approving a change order to Bleck Engineering so that the needed repairs on the south side of the road can be incorporated into the overall project design for construction.

PROJECT REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
Public Works Committee	11/30/20	Reviewed and Recommended Design Change Order to City Council
Finance Committee	11/9/20	Project Reviewed and Change Order Discussed
City Council	6/17/19	Original Contract Awarded by City Council
Public Works Committee	6/11/19	Reviewed and Recommended Original Contract to City Council

BUDGET/FISCAL IMPACT: On September 4, 2018 City Council approved the City Manager to enter into three year professional service agreements with Bleck Engineering Company, Inc. and Hey and Associates Inc. for professional public ravine engineering services. The firms were selected via a public Request for Proposal (RFP) process. The City initiated the process in an effort to improve efficiency and provide consistency on City ravine projects. As part of the RFP process, the selected firms submitted their associated team's hourly rates. Bleck Engineering was selected to complete the Ringwood Road Ravine Project due to their prior experience in conducting a preliminary review of the project in April, 2018.

Has City staff obtained competitive pricing for proposed goods/services? **Yes**

Company Name	Dollar Amount Bid
Bleck Engineering Company, Inc.	\$18,300

Below is an estimated summary of project budget:

FY2021 Funding Source	Amount Budgeted	Amount Requested	Budgeted? Y/N
Headwall/Culvert/Ravine Capital	\$0	\$18,300	N

The original project design amount of \$44,500 was budgeted in the Capital Improvement Program for Fiscal Year 2020. This change order for the needed repairs was unanticipated and therefore unbudgeted. The Public Works Committee and staff recommends funding this change order from the Headwall/Culvert/Ravine account, specifically utilizing the savings from the recently constructed Rosemary Ravine Culvert Repair Project. The Rosemary Ravine Project has a Fiscal Year 2021 budget of \$700,000. The approved construction contract amount with contingency is \$560,615, leaving a savings of \$139,385.

COUNCIL ACTION: Approval of a Change Order to the Agreement with Bleck Engineering Company, Inc. to Provide Additional Engineering Design Services for the Ringwood Road Ravine Project in the Amount of \$18,300

11. Approval of a Recommendation from the Public Works Committee to replace existing Section 152.30 of the City Code with the Lake County Watershed Development Ordinance as approved by the County of Lake on October 13, 2020 with its adoption by reference

STAFF CONTACT: Robert W. Ells, Superintendent of Engineering (847-810-3555)

PURPOSE AND ACTION REQUESTED: The Public Works Committee and Staff request the Adoption by reference of the Watershed Development Ordinance of Lake County, Illinois as amended by the Lake County Board effective October 13, 2020.

BACKGROUND / DISCUSSION: On June 19, 1992, The City of Lake Forest became the first community in Lake County to adopt the countywide Watershed Development Ordinance (WDO). This ordinance contains the minimum stormwater and drainage standards by which all development within the county must be designed. The Lake County Stormwater

Management Commission (SMC), which is the county agency responsible for overseeing that this ordinance is being followed on a countywide basis, recognizes The City of Lake Forest as a Certified Stormwater Community that is able to administer the ordinance on our own with only periodic review by the SMC. All wetlands related permitting are still administered through SMC.

Since this ordinance was first adopted in 1992, it has been revised on twelve (12) other occasions. Periodic review of the Watershed Development Ordinance is undertaken by SMC to ensure that it is both up to date on technical issues and to remove any ambiguities that may arise in interpreting the regulations. The Lake County Board adopted the latest revisions to the Watershed Development Ordinance recommended by the SMC on or about October 13, 2020. A copy of the adoption ordinance and amendments are included in the Council packet beginning on **page 114**.

The City of Lake Forest, through the WDO, is in good standing with the National Flood Insurance Program (NFIP). The NFIP is administered by the Federal Emergency Management Agency (FEMA) and provides City residents the opportunity to buy flood insurance at a discounted rate. The WDO allows an Enforcement Officer to resolve drainage and flooding related concerns within the community. The WDO also regulates infrastructure improvements and detention requirements within School district jurisdiction. Ever since its adoption in 1992 City has received zero deficiencies from SMC in enforcing the WDO.

PROJECT REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
Public Works Committee	11/30/20	Reviewed and approved

BUDGET/FISCAL IMPACT: N/A

COUNCIL ACTION: Approval of a Recommendation from the Public Works Committee to replace existing Section 152.30 of the City Code with the Lake County Watershed Development Ordinance as approved by the County of Lake on October 13, 2020 with its adoption by reference

12. Consideration of a Staff Recommendation to Award the Contract for GIS Services to MGP, Inc. in the not-to-exceed amount of \$208,514 for Calendar Year 2021

STAFF CONTACT: *Brian Joyce, Engineering Supervisor (847-810-3554)*

PURPOSE AND ACTION REQUESTED: Staff recommends awarding the contract for GIS Services to MGP, Inc. in the not-to-exceed amount of \$208,514 for calendar year 2021.

BACKGROUND/DISCUSSION: In 2010, the City joined the GIS Consortium (GISC). The GIS Consortium is a public entity consisting of local governments that work collectively to achieve the benefits of GIS and related technologies.

Currently there are 40 members in the GISC including Highland Park, Deerfield, Glenview, and Skokie. The GIS Consortium is based on an innovative approach that manages staffing costs

by sharing professional resources. The mission of the Consortium is to create value for its members by identifying opportunities for minimizing cost and risk.

MGP, Inc. is the current service provider for the City's Geographic Information Systems program and provides technical support services to the entire GIS Consortium. A site specialist is assigned to each community to manage the day-to-day GIS operations in that community. The GISC staffing model provides 100% staffing for Lake Forest, with this model, MGP staff is onsite every day to provide GIS services to city staff, the public and consulting firms as needed. Each municipality is responsible for approving an annual service provider contract with MGP to reflect the specific needs and budget of the individual community.

BUDGET/FISCAL IMPACT: The GIS Consortium Service Provider Contract for MGP in Lake Forest for Calendar Year 2021 is for services not to exceed \$208,514, which is a decrease of \$478 from the current GIS contract. Services provided will include direct management, development, and the operation and maintenance of the City's GIS system. MGP also provides investigation, research and development of new functionality and capability to benefit all GIS Consortium members.

Has City staff obtained competitive pricing for proposed goods/services? **No**

If no, indicate the specific exception requested:

Administrative Directive 3-5, Section 6.11 – Existing Relationship

Beginning on **page 132** of your packet is the Calendar Year 2021 GIS Consortium Service Provider Contract for MGP. January through April expenses will be made from the City's FY2021 budget, while May through December expenses will be funded from the City's FY2022 budget.

Below is an estimated summary of Project budget:

FY2022 Funding Source	Amount Budgeted	Amount Requested	Budgeted? Y/N
101-3747-435.35-46	\$224,607	\$208,514	Y*

*Part of the FY 2022 budget approval process

COUNCIL ACTION Consideration of a Staff Recommendation to Award the Contract for GIS Services to MGP, Inc. in the not-to-exceed amount of \$208,514 for Calendar Year 2021

13. Award of Bid to Illinois Pump in the Amount of \$78,908 Plus a 10% Contingency of \$7,890 for a Total of \$86,798 for the Lake Forest Water Treatment Plant Pump Rebuild Project.

STAFF CONTACT: *Dan Martin, Superintendent of Public Works (847-810-3561)*

PURPOSE AND ACTION REQUESTED: Staff requests City Council award a bid to complete two water plant pump rebuilds to the recommended low bidder, Illinois Pump in the total amount of \$86,798.

BACKGROUND/DISCUSSION: The Lake Forest Water Treatment Plant operates five finished water pumps and six raw water pumps. The finished water pumps consist of two, 3 mgd (million gallons per day) and three, 6 mgd pumps. These pumps, along with four raw water pumps, have been in service since 2004. The pumps have been rebuilt at different times on an as needed basis.

One of the plant's 6 mgd raw water pumps stopped working earlier in the year and was found to have a ground faulted motor. This pump is critical to summer time operations. Four fully functioning raw water pumps are required to meet maximum capacity. If one of the three remaining pumps were to fail, the water plant would not be able to produce more than 10 mgd.

Sewer Pump #1 at the Spruce & Sheridan sanitary sewer lift station also failed its performance test this year. Pump rebuilds have a great deal of unknowns that are not found until disassembled and analyzed at a rebuild facility. Staff created a bidding document that accounted for every potential repair and requested a bid number be provided. Staff also specified that OEM parts be used in the rebuilds so that engineered pump performance was not compromised.

PROJECT REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
Public Works Committee	11/30/2020	Reviewed & Recommended City Council Approval

BUDGET/FISCAL IMPACT: This project followed the public bidding process as outlined in the City Purchasing Directive. The Invitation to Bid was advertised in the Lake County News Sun and posted on the City's website bid page. Four contractors attended the June 16, 2020 Mandatory Pre-Proposal Meeting and two contractors submitted bids.

Has City staff obtained competitive pricing for proposed goods/services? **Yes**

On July 2, 2020, staff received the following proposals to perform the pump rebuilds:

Company Name	RWP 120 Bid	Spruce Pump 1 Bid	Total for all pumps
Illinois Pump	\$45,000	\$33,908	\$78,908
JJ Henderson	\$88,000	\$60,000	\$148,000

Upon review of the received bids, staff recommends proceeding with the low bid submitted by Illinois Pump. Illinois Pump has successfully completed many projects at the Water Plant, Sewer Lift Stations, and other City buildings. The slight overage of the 10% contingency request will be funded by savings from other F.Y. '21 Water Fund Capital Improvement Projects.

Below is an estimated summary of project budget:

FY2021 Funding Source	Amount Budgeted	Amount Requested Including Contingency	Budgeted? Y/N
Water Fund CIP 508-6003-477.77.04	\$84,000	\$86,798	Y

COUNCIL ACTION: Award of Bid to Illinois Pump in the Amount of \$78,908 Plus a 10% Contingency of \$7,890 for a Total of \$86,798 for the Lake Forest Water Treatment Plant Pump Rebuild Project.

14. Consideration of an Ordinance Approving a Recommendation from the Building Review Board. (First Reading, and if Desired by the City Council, Final Approval)

STAFF CONTACT: Catherine Czerniak,
Director of Community Development (810-3504)

PURPOSE AND ACTION REQUESTED: The following recommendation from the Building Review Board is presented to the City Council for consideration as part of the Omnibus Agenda.

BACKGROUND/DISCUSSION:

80 Washington Road – The Building Review Board recommended approval of the demolition of an existing single family residence and detached garage. The house has been in deteriorating condition for some time and was recently acquired by a new owner. The Board also recommended approval of a replacement house and attached garage. The new house is sited in generally the same foot print as the existing house. Public testimony in support of the project as proposed was presented to the Board by several neighbors who noted that redevelopment of the property will be a significant improvement to the neighborhood. One neighbor questioned the siting of the house, garage and the driveway. The Board determined that the siting as proposed is appropriate and consistent with the overall neighborhood. This petition was also considered and recommended for approval by the Zoning Board of Appeals as detailed in the following agenda item. (Board vote: 6 - 0, approved)

The Ordinance approving the petition as recommended by the Building Review Board, with key exhibits attached, is included in the Council packet beginning on **page 153**. The Ordinance, complete with all exhibits, is available for review in the Community Development Department.

COUNCIL ACTION: If determined to be appropriate by the City Council, waive first reading and grant final approval of the Ordinance approving the petition in accordance with the Building Review Board's recommendation.

15. Consideration of Ordinances Approving Recommendations from the Zoning Board of Appeals. (First Reading, and if Desired by the City Council, Final Approval)

STAFF CONTACT: Catherine Czerniak,
Director of Community Development (810-3504)

PURPOSE AND ACTION REQUESTED: The following recommendations from the Zoning Board of Appeals are presented to the City Council for consideration as part of the Omnibus Agenda.

BACKGROUND/DISCUSSION:

80 Washington Road – The Zoning Board of Appeals recommended approval of a variance from the front yard setback to allow construction of a replacement residence in conformance with the prevailing front yard setback of homes along Washington Road. The Board received testimony from several neighboring property owners in support of the project and the proposed improvements to the property. One neighbor raised questions about the siting of the house, garage and driveway. The Board determined that the site plan as proposed is appropriate and consistent with the pattern of development in the neighborhood. This petition was also considered and recommended for approval by the Building Review Board as detailed in the previous agenda item. (Board vote: 7 - 0, approved)

1388 N. Green Bay Road – The Zoning Board of Appeals recommended approval of a variance from the lot-in-depth setback to allow an addition to the existing residence. The Board heard testimony from a neighboring property owner in support of the petition. (Board vote: 7 - 0, approved)

1150 E. Westleigh Road – The Zoning Board of Appeals recommended approval of a variance from the required setback to allow a 10 foot extension of an existing non-conforming pool. The existing pool is an adaptive reuse of an historic feature from the McCormick Estate. There was no testimony presented to the Board on this petition. (Board vote: 7 - 0, approved)

The Ordinances approving the petitions as recommended by the Zoning Board of Appeals, with key exhibits attached, are included in the Council packet beginning on **page 163**. The Ordinances, complete with all exhibits, are available for review in the Community Development Department.

COUNCIL ACTION: If determined to be appropriate by the City Council, waive first reading and grant final approval of the Ordinances approving the petitions in accordance with the Zoning Board of Appeals' recommendations.

COUNCIL ACTION: Approval of the fifteen (15) omnibus items as presented.

6. ORDINANCES

7. OLD BUSINESS

8. NEW BUSINESS

9. ADDITIONAL ITEMS FOR DISCUSSION/ COMMENTS BY COUNCIL MEMBERS

10. ADJOURNMENT

A copy of the Decision Making Parameters can be found beginning on **page 25** of this packet.

Office of the City Manager

December 2, 2020

The City of Lake Forest is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting or the facilities, are required to contact City Manager Jason Wicha, at (847) 234-2600 promptly to allow the City to make reasonable accommodations for those persons.



THE CITY OF LAKE FOREST

DECISION-MAKING PARAMETERS FOR CITY COUNCIL, AND APPOINTED BOARDS & COMMISSIONS

Adopted June 18, 2018

The City of Lake Forest Mission Statement:

"Be the best-managed, fiscally-responsible and appealing community and promote a community spirit of trust, respect and citizen involvement."

The Lake Forest City Council, with the advice and recommendations of its appointed advisory Boards and Commissions, Lake Forest Citizens, and City Staff, is responsible for policy formulation and approval. Implementation of adopted strategy, policy, budgets, and other directives of Council is the responsibility of City Staff, led by the City Manager and Senior Staff. The Mayor and Aldermen, and appointed members of Boards and Commissions should address matters in a timely, deliberate, objective and process-driven manner, making decisions guided by the City of Lake Forest Strategic and Comprehensive Plans, the City's Codes, policies and procedures, and the following parameters:

- Motions and votes should comprise what is in the best long-term interests of all Lake Forest citizens, measured in decades, being mindful of proven precedents and new precedents that may be created.
- All points of view should be listened to and considered in making decisions with the long-term benefit to Lake Forest's general public welfare being the highest priority.
- Funding decisions should support effectiveness and economy in providing services and programs, while mindful of the number of citizens benefitting from such expenditures.
- New initiatives should be quantified, qualified, and evaluated for their long-term merit and overall fiscal impact and other consequences to the community.
- Decision makers should be proactive and timely in addressing strategic planning initiatives, external forces not under control of the City, and other opportunities and challenges to the community.

Community trust in, and support of, government is fostered by maintaining the integrity of these decision-making parameters.

The City of Lake Forest's Decision-Making Parameters shall be reviewed by the City Council on an annual basis and shall be included on all agendas of the City Council and Boards and Commissions.



Resolution of Appreciation

WHEREAS, MATT BARBA has been so much more than a friendly Innkeeper at the Deer Path Inn; and

WHEREAS, six years ago, **MATT** arrived in Lake Forest intending to stay only a short while to oversee the renovation of the Deer Path Inn and to hire a General Manager but instead, after meticulously watching over the renovations and finding a deep connection with the Inn, he stayed; and

WHEREAS, MATT, for the past six years, has been the beloved Innkeeper at the Deer Path Inn; and

WHEREAS, MATT'S, passion for the Deer Path Inn, its history, its magic, its potential and its importance as a place where countless memories have been made for so many, was evident from the start; and

WHEREAS, MATT has touched the lives of all who visited the Inn making each and every person feel welcome, pampered and important; and

WHEREAS, MATT cared for his employees deeply, he recognized their loyalty to the Deer Path Inn, he respected them and even through a pandemic, assured they felt valued; and

WHEREAS, MATT leaves large shoes to fill, his eloquence and wit, whether in person or on Instagram, will be hard to replace; and

WHEREAS, MATT is gracious and genuine, his love for the Inn and his connection to the Lake Forest community is heartfelt as is the community's love for and connection to him; and

WHEREAS, MATT, through his commitment to excellence, brought National and International awards to the Deer Path Inn and recognition to Lake Forest, and

WHEREAS, MATT BARBA will always be a part of the Deer Path Inn and a part of Lake Forest, he leaves an incredible legacy and for that, the Lake Forest community will be forever grateful.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LAKE FOREST that the Council, on behalf of the administration and residents of the community and guests of the Deerpath Inn, hereby expresses its appreciation and gratitude along with a hearty Cheers, to **MATT BARBA** for a public service loyally performed and congratulate him on his promotion; and

BE IT FURTHER RESOLVED that this Resolution be appropriately inscribed and conveyed to **MATT,** with a copy to be included in the official minutes of the **December 7, 2020** meeting of the Lake Forest City Council.

George A. Pandaleon, Mayor

Gorton Community Center 2021 Budget Draft Summary

[illegible]

**Gorton Community Center
2021 Budget Detail**

	2021	2018	2019	2020	2020 Budget	2021	\$ Variance	% Variance	
		Actual	Actual	Budget	Reforecast	Budget	2021 Bgt vs 2020 Refrcst	2021 Bgt vs 2020 Refrcst	Notes
Room Rentals & Leases									
4001 - Annual Leases		169,665	161,273	175,300	159,369	156,114	(3,255)	-2.09%	See Annual Leases subschedule
4002 - Daily and Contract Rent, Net		131,593	150,203	133,889	41,914	48,000	6,086	12.68%	assumes first 6 months at Phase 4; last 6 months increased activity
4003 - Drop In Center Rent		51,468	53,016	54,604	54,604	54,604	-	0.00%	0% increase over 2020
4004 - Theatre Rent		76,488	64,211	77,200	14,404	25,000	10,596	42.38%	assumes first 6 months at Phase 4; last 6 months increased activity
4004 - Technical Fees		20,870	19,975	18,000	5,795	8,000	2,205	27.56%	assumes first 6 months at Phase 4; last 6 months increased activity
		450,084	448,678	458,993	276,086	291,718	15,632	5.36%	
Administration Expense									
5001 - Payroll									
5001.01 - Administration		351,780	412,504	432,969	388,521	432,775	44,254	-10.23%	0% increase for line staff
5001.02 - Porter		57,329	56,845	66,157	57,896	39,693	(18,203)	45.86%	0% increase to porter payroll
5001.03 - Taxes		31,861	33,032	38,182	33,204	36,144	2,940	-8.13%	7.65% of payroll
5001.04 - Payroll Fees		3,278	4,410	3,420	7,337	7,500	163	-2.17%	0% increase over 2020
Total 5001 - Payroll		444,248	506,790	540,728	486,958	516,112	29,154	-5.65%	
5002 - Porter/Cleaning Services		71,209	73,300	74,054	63,905	65,000	1,095	-1.68%	3% increase per vendor on charges
5003 - Copier		5,622	5,204	5,964	5,801	5,900	99	-1.68%	\$468/mo includes lease and avg copy charge
5004 - Postage		1,298	1,137	1,200	639	1,200	561	-46.75%	Same as 2020
5005 - Internet		2,890	2,690	2,940	3,775	4,500	725	-16.11%	Comcast \$245/mo
5006 - Marketing		37,741	54,219	70,350	41,953	60,000	18,047	-30.08%	includes contract for social media, printing of The Window and advertising
5007 - Printing		231	47	600	(400)	600	1,000	-166.67%	stationary, misc
5008 - Insurance									
5008.02 - Liability Insurance		17,906	23,268	21,499	22,679	22,702	23	-0.10%	estimates from insurance broker
5008.03 - Workers Compensation Insurance		4,918	10,719	4,703	5,325	5,255	(70)	1.33%	
5008.05 - Liquor Liability Insurance		350	350	300	475	475	-	0.00%	
5008.04 - Directors & Officers Insurance		1,896	620	3,237	-	3,237	3,237	-100.00%	
5008.10 - Reimbursed Health Insurance		(321)	4,130	11,135	12,447	13,000	553	-4.25%	50% Subsidy for Participants
Total 5008 - Insurance		24,749	39,087	40,874	40,926	44,669	3,743	-8.38%	
5009 - Website Maintenance		3,635	2,330	6,000	3,421	6,000	2,579	-42.98%	Blueshooon \$3,600, Misc Consultation \$2,400
5010 - Accounting		10,300	10,820	10,600	10,900	11,000	100	-0.91%	Audit fee per proposal
5011 - Office Supplies		8,403	6,724	10,000	6,585	8,000	1,415	-17.69%	
5012 - Utilities									
5012.01 - Gas		14,843	16,903	19,570	15,008	20,157	5,149	-25.54%	3% increase
5012.02 - Electric		46,232	41,025	46,040	31,668	47,421	15,753	-33.22%	3% increase
5012.03 - Water/Sewer		2,448	2,521	2,600	2,156	2,600	444	-17.08%	\$650/quarter
5012.04 - Telephone		11,331	12,004	12,121	12,006	12,500	494	-3.95%	Birch, Marlin, Access, 3% inc.
Total 5012 - Utilities		74,854	72,453	80,331	60,838	82,678	21,840	-26.42%	
5014 - Building Maintenance									
5014.02 - Pest Control		540	540	540	405	540	135	-25.00%	Quarterly service
5014.03 - Cleaning Supplies		9,103	9,318	8,500	8,206	9,500	1,294	-13.62%	Rate similar to 2020 due to Covid requirements
5014.10 - Theatre Maintenance		6,380	3,792	11,500	6,678	8,000	1,322	-16.53%	annual inspections and supplies
5014.08 - Miscellaneous		11,436	16,197	30,000	33,545	25,000	(8,545)	34.18%	elevator, HVAC and other building maintenance
5014.09 - GCC/City Agreement		15,000	-	-	-	-	-		
Total 5014 - Building Maintenance		42,459	29,847	50,540	48,834	43,040	(5,794)	13.46%	
5015 - Bank/Credit Chg and Late Fees		22,525	30,441	20,500	13,046	18,000	4,954	-27.52%	continue passing some fees on to consumers
5017 - Miscellaneous									
5017.01 - Dues and Subscriptions		115	169	15	1,863	1,500	(363)	24.20%	Annual Report Fee, Filing Fee
5017.02 - Vending Machine		203	254	-	(183)	100	283	-283.00%	Net from Vending Machine
5017.03 - License Fees		25	15	-	15	25	10	-40.00%	Moved to Dues & Subscriptions
5017.06 - Exec Director's Discretionary Fund		-	2,510	10,000	3,423	4,000	577	-14.43%	Exec Director Discretionary Fund, non-budgeted items, Chairman's discretionary
5017.05 - Meeting Expense		844	1,754	4,000	1,209	1,600	391	-24.44%	Board Meetings, Staff & Misc Meetings
5017.09 - Educator/Conferences		5,121	4,132	6,500	500	4,000	3,500	-87.50%	Arts MW, arts marketing conference, Telluride, Sundance
5017.08 - Staff Development		474	40	3,400	4,309	2,000	(2,309)	115.45%	Staff training, staff appreciation
Total 5017 - Miscellaneous		6,782	8,874	23,915	11,136	13,225	2,089	-15.80%	
5019 - Computer Equip/Maint/Software		11,124	21,311	20,000	2,020	12,000	9,980	-83.17%	Replace computer equipment and ongoing maintenance;
5021 - Strategic Planning Contingency		17,389	-	-	-	-	-		
5020 - Non-Capital Items		11,741	1,221	2,000	-	2,000	2,000	-100.00%	carts other miscellaneous
Other Income									
4301 - Administrative Fees		4,920	3,034	5,100	5,100	5,100	-	0.00%	DIC Agreement, \$425/month for copies, accountant, cr card fees
4302 - Interest		1,356	2,527	1,500	945	1,000	55	-5.50%	Operating Acct
4304 - Miscellaneous		-	214	-	1,223	(1,223)		0.00%	
4306 - Distributions - Endowment Fund		-	-	136,000	163,259	151,318	(11,941)	7.89%	See subschedule for calculation
4307 - Covid-19 Relief		-	-	-	256,800	-	(256,800)	0.00%	See subschedule for calculation
Total Operations Expense		773,536	878,108	817,996	373,010	736,506	363,496	-49.35%	
		(323,452)	(429,430)	(359,003)	(96,924)	(444,788)	(347,864)	-78.21%	

**Gorton Community Center
2021 Budget Detail**

				2018	2019	2020	2020 Budget	2021	2021 Bgt vs	2021 Bgt vs	
				Actual	Actual	Budget	Reforecast	Budget	2020 Refrcst	2020 Refrcst	Notes
Programs & Events - Income											
Programs											
				4102 - PASTA	116,572	121,449	120,000	48,751	50,050	1,299	2.60%
				4101 - Fencing	6,912	13,680	9,042	7,389	7,068	(321)	-4.54%
				4100 - Knitting	2,385	1,520	1,800		840	840	100.00%
				4103 - Yoga	3,478	2,652	2,500	20	2,040	2,020	99.02%
				4104 - Dog Obedience/Animal Related	948	1,330			-	-	0.00%
				4106 - Sewing	19,834	24,046	26,500	14,058	14,400	342	2.38%
				4107 - Bridge	6,440	5,425	4,400		4,800	4,800	100.00%
				4109 - Cooking Classes	11,975	10,455	9,750	2,054	5,700	3,646	63.96% 10 Classes per year
				4111 - Other	38,995	47,164	55,470	57,370	19,300	(38,070)	-197.25% salsarobics, STEM, financial series, tai chi, kids art, cocktails and other
				4112 - Manners	9,305	10,540	12,600	30	3,000	2,970	99.00%
				4113 - Bubbles Academy	1,350	2,000	-		-	-	0.00% Program discontinued
				4116 - Computer/Photo	2,345	120	1,150		900	900	100.00%
				4125 - Music Lessons	238	-	200		1,320	1,320	100.00% Piano lessons, guitar lessons
				4100 - Meditation	3,375	1,670	1,500	639	1,350	711	52.67%
				4100 - Palette & Pours	1,200	1,125	1,750	83	1,750	1,667	95.26%
				NEW LINE - DPAL ART CLASSES					24,000	24,000	100.00%
				4100 - Improv & Acting	4,555	9,394	7,000	2,400	4,850	2,450	50.52% Acting, Film Camp
				4100 - High School Prep	4,797	2,323	1,500		2,550	2,550	100.00%
				4122 - Robothink	2,945		4,080		11,500	11,500	100.00%
					237,649	254,894	259,242	132,794	155,418	22,624	14.56%
Events											
				4117 - Safety Town	26,841	14,114	12,500	-	14,114	14,114	100.00% assumes we will be able to run sometime summer 2021
				4118 - Dog Day	1,355	522	550	-	700	700	100.00%
				4119 - Film Festival & Series	69,765	49,261	47,200	30,508	60,425	29,917	49.51% Childrens Film Fest, Summer, Holiday, Spring Series, Mountain Film, 1st Thurs
				4130 - Gene Siskel Film Series	1,700	-	-		-	-	0.00% Discontinued
				4125 - Hughes Distribution	-	19,077	18,500	21,500	20,085	(1,415)	-7.05% To cover film cost overages
				4120 - Family Concerts	10,815	-	6,500	-	7,140	7,140	100.00% includes one family event and gingerbread
				4121 - Kids Only Holiday Shoppe	1,788	1,848	1,800		1,848	1,848	100.00%
				4123 - Speakers	-		-		-	-	0.00%
				4201 - Grotto	6,250	7,620	7,500		7,500	7,500	100.00% fall 2021
				4123 - PAC Committee	-		-		-	-	0.00%
				4128 - Greater Good	53,240	41,456	35,000	28,215	2,500	(25,715)	-1028.60% reduced programming for 2021, subsidized by remaining Grainger funds
				NEW LINE - Rendezvous Arts					20,430	20,430	100.00% new series
				NEW LINE - Storytelling					20,290	20,290	100.00% pulled out of "other"
				NEW LINE - Gorton Center Live					29,848	29,848	100.00% pulled out of "other"
				4204 - Other	26,717	41,007	35,000	78,768	28,100	(50,668)	-180.31% includes burns night, smaller 50 ppl events, sports lecture, murder mystery, wine and cheese, LFCO, summer comedy, block party
				4225 - Event Sponsorships		43,606	55,000	28,825	55,000	26,175	47.59% Gorton Producer Program
				4226 - Signature Events			25,000	14,738	62,963	48,225	76.59% includes Second City, Mike Super, Summer outdoor large music concert and a comedy show sept 2020 tbd
				4202 - Jazz Tickets	3,710	3,404	3,400	2,142	6,750	4,608	68.27% alyssa allgood, christmas jazz, possibly red rose
					202,181	221,915	247,950	204,696	337,693	132,997	39.38%
				Total Program & Event Revenue	439,830	476,808	507,192	337,490	493,111	155,621	31.56%
Programs & Events - Expense											
Programs											
				5102 - PASTA Expense	75,666	81,954	84,000	29,538	30,030	492	-1.64% 60% of fees after expenses for all PASTA programs
				5101 - Fencing	6,350	12,373	6,350	4,154	4,948	794	-16.05%
				5100 - Knitting	936	1,312	1,080		588	588	-100.00%
				5103 - Yoga	1,788	1,484	1,500		1,224	1,224	-100.00%
				5106 - Sewing	13,805	19,624	19,500	9,153	10,080	927	-9.20%
				5107 - Bridge	228	1,805	-		2,880	2,880	-100.00% 50% of fees
				5109 - Cooking Class	9,150	6,942	7,500	750	3,990	3,240	-81.20%
				5111 - Other	22,090	24,615	31,800	35,362	11,541	(23,821)	206.40% salsarobics, STEM, financial series, tai chi, kids art, cocktails and other
				5112 - Manners	8,526	9,983	9,900		2,100	2,100	-100.00%
				5116 - Computer/Photo	1,198	860	750	484	630	146	-23.17% Digital SLR, Iphone Photo
				5100 - Meditation	2,240	1,665	900	415	810	395	-48.77%
				5100 - Palette & Pours	595	400	1,225	100	1,225	1,125	-91.84%
				NEW LINE - DPAL Art Classes					14,400	14,400	-100.00%
				5100 - Improv & Acting	1,703	5,681	4,200	661	3,395	2,734	-80.53% Acting, Film Camp
				5100 - High School Prep	2,269	929	1,530		1,785	1,785	-100.00%
				5122 - Robothink	1,114	-	-		8,050	8,050	-100.00% Additional mini camps
				5125 - Music Lessons					1,056	1,056	-100.00%
					147,658	169,627	170,235	80,617	98,732	18,115	-18.35%

**Gorton Community Center
2021 Budget Detail**

			2018	2019	2020	2020 Budget	2021	2021 Bgt vs	2021 Bgt vs	
			Actual	Actual	Budget	Reforecast	Budget	2020 Refrcst	2020 Refrcst	Notes
		Events								
		5117 - Safety Town	8,976	9,085	6,000	126	9,085	8,959	98.61%	
		5118 - Dog Day	487	1,033	1,000		100	100	100.00%	
		5119 - Film Festival & Series	33,631	40,566	46,400	24,649	54,185	29,536	54.51%	Childrens Film Fest, Summer, Holiday, Spring Series, Mountain Film, 1st Thurs
		5130 - Gene Siskel Film Series	2,840	-	-			-	0.00%	Discontinued
		5120 - Family Concerts	6,817	625	5,700		5,892	5,892	100.00%	includes one family event and gingerbread
		5121 - Kids Only Holiday Shoppe	410	380	500		380	380	-100.00%	
		5201 - Grotto	2,894	3,333	2,900		3,300	3,300	-100.00%	DJ, decorations, porter
		5123 - PAC Committee	-		-			-		
		NEW LINE - Greater Good					1,000	1,000	-100.00%	subsidized by rest of the Grainger funds
		NEW LINE - Rendezvous Arts					15,096	15,096	-100.00%	new series
		NEW LINE - Storytelling					9,843	9,843	-100.00%	pulled out of "other"
		NEW LINE - Gorton Center Live					17,566	17,566	-100.00%	pulled out of "other"
		5204 - Other	21,025	49,020	25,000	73,106	24,430	(48,676)	199.25%	includes burns night, smaller 50 ppl events, sports lecture, murder mystery, wine and cheese, LFCO, summer comedy, block party
		5202 - Jazz	1,400	1,400	1,400	1,850	3,100	1,250	-40.32%	alyssa allgood, christmas jazz, possibly red rose
		5226 - Signature Event			40,000		33,840	33,840	-100.00%	includes Second City, Mike Super, Summer outdoor large music concert and a comedy show sept 2020 tbd, block party
			78,480	105,442	128,900	99,731	177,817	78,086	-43.91%	
		Total Program & Events Expense	226,138	275,069	299,135	180,348	276,549	96,201	-34.79%	
		Programs & Events, net	213,692	201,740	208,057	157,142	216,562	59,420	27.44%	
		Drop-In Center - Income								
		4401.1 - Enrollment	14,455	16,880	20,000	7,682	13,000	5,318	40.91%	
		4402 - Hourly	198,472	193,023	215,000	126,053	186,000	59,947	32.23%	includes temporary 20% increase in fees
		4403 - Lunch Bunch	9,698	11,507	15,000	6,181	11,000	4,819	43.81%	increase to \$5
		4404 - Camp Gorton/Mini Camps	40,356	42,378	49,000	18,990	30,000	11,010	36.70%	
		4405 - Other						-	0.00%	
		4405.04 - Other-Donations	2,529	526	1,000	615		(615)	0.00%	
		4405.1 - Book Fair		-	-	489		(489)	0.00%	
		Childcare Restoration Grant/Other				60,330	-	(60,330)	0.00%	
		Total 4405 - Other	2,529	526	1,000	61,434	-	(1,104)	0.00%	
		Total Revenue, Drop-In Center	265,510	264,313	300,000	220,340	240,000	79,660	8.19%	
		Drop-In Center - Expense								
		5401 - Payroll								
		5401.01 - Drop In Center	208,531	199,421	195,573	182,860	149,382	(33,478)	22.41%	0% increase
		5401.04 - Taxes	16,169	15,256	14,961	13,983	11,428	(2,555)	22.36%	7.65% of payroll
		5401.05 - Payroll Fees	1,554	1,511	1,300	1,327	1,430	103	-7.20%	est \$55/payroll
		Total 5401 - Payroll	226,254	216,188	211,834	198,170	162,240	(35,930)	22.15%	
		5402 - Administrative Services	4,920	3,509	5,000	5,644	5,000	(644)	12.88%	Payable to GCC for copies, cr card fees, admin
		5403 - Rent	51,468	53,016	53,807	54,471	54,604	133	-0.24%	3% increase
		5404 - Telephone	674	720	1,000	767	1,000	233	-23.30%	
		5405 - Staff Development/Education	608	733	1,500	620	100	(520)	520.00%	Staff Meetings
		5406 - Office Supplies	436	345	350	557	100	(457)	457.00%	Toner, misc supplies
		5407 - Classroom Supplies	1,974	1,873	1,000	2,290	400	(1,890)	472.50%	
		5407.1 - Snack Expense	513	928	2,400	1,376	700	(676)	96.57%	
		5407.2 - Lunch Expense	10,652	10,226	15,000	5,248	6,900	1,652	-23.94%	Nets against Lunch Bunch Income
		5408 - Cleaning & Laundry	4,645	5,423	5,000	2,561	5,000	2,439	-48.78%	\$417/month
		5409 - Marketing	78	363	500	80	100	20	-20.00%	
		5410 - Camp	878	747	500		700	700	-100.00%	Camp Gorton, mini camp expenses
		5413 - Classroom Equipment	-	-	1,000	262	500	238	-47.60%	Painting, misc equipment
		5414 - Miscellaneous	2,608	615	2,000	352	-	(352)	0.00%	Food Service Permit, Parent Coffees, health record service
		Total Expense, Drop-In Center	305,708	294,686	300,891	272,398	237,344	(35,054)	14.77%	
		Drop-In Center, net	(40,198)	(30,372)	(891)	(52,058)	2,656	54,714	2058.81%	
		Total Gorton Operations	(149,958)	(258,063)	(151,837)	8,160	(225,570)	(233,730)	103.62%	
		5021 - Depreciation Expense	(246,602)	(277,494)	(282,000)	(282,000)	(291,017)	(9,017)	-3.10%	Based on projected 2019 Cap Exp
			(396,560)	(535,557)	(433,837)	(273,840)	(516,587)	(242,747)	-46.99%	

**Gorton Community Center
2021 Budget Detail**

			2018	2019	2020	2020 Budget	2021	2021 Bgt vs	2021 Bgt vs	
			Actual	Actual	Budget	Reforecast	Budget	2020 Refrcst	2020 Refrcst	Notes
Unrestricted Activity										
Donations - Income										
		4501 - General Donations								
		4501.13 - Spring/Fall Appeal	239,538					-	0.00%	old category
		4501.51 - Unrestricted - Individual	34,204					-	0.00%	old category
		4501.52 - Unrestricted - Corporation	1,110					-	0.00%	old category
		4501.53 - Unrestricted - Foundation	15,038	17,300				-	0.00%	old category
		4501 - 1 Quarter Donations		30,555	32,000	23,234	28,000	4,766	17.02%	Budget reflects strategic plan goals plus to match previous actuals
		4501 - Spring Appeal		50,738	55,000	115,478	75,000	(40,478)	-53.97%	Budget reflects strategic plan goals plus to match previous actuals
		4501 - 3rd Quarter Donations		10,019	11,000	15,151	18,000	2,849	15.83%	Budget reflects strategic plan goals plus to match previous actuals
		4501 - Fall Appeal		190,680	176,000	166,125	190,000	23,875	12.57%	Budget reflects strategic plan goals plus to match previous actuals
		4501.80 - In-Kind Donations	6,936	17,561	7,680	5,000	9,900	4,900	49.49%	Safety Town Storage \$640/mo
		4501 - Discount on Pledges	3,559		-			-	0.00%	
			300,385	316,853	281,680	324,988	320,900	(4,088)	-1.27%	
Donations - Expense			68,021	73,056	90,000	81,087	90,000	8,913	-9.90%	2 Appeals, Event, 2 Development Salaries & Taxes (second position moved from strategic programming)
		Unrestricted Donations, net	232,363	243,797	191,680	243,901	230,900	(13,001)	-5.63%	Annual Report (Appeal cost has decreased with new vendor), Event
Events Committee										
		4504.1 - Income	38,772	39,103	-	-	-	-	0.00%	Moved to program & events (second city & GPP)
		5504.1- Fundraising Expenses	13,883	13,985	-	-	-	-	0.00%	Moved to program & events (second city)
		Events Committee, net	24,889	25,118	-	-	-	-	0.00%	
		Unrestricted Activity, net	257,252	268,915	191,680	243,901	230,900	(13,001)	-5.63%	
Temporarily Restricted Activity										
		6005 - Restricted Fund Income	70,826	37,150	-	37,845		(37,845)	0.00%	
		6004 - Restricted Fund Expenditure	(151,927)	(93,985)	-	(39,038)		39,038	0.00%	
		Temporarily Restricted Activity, net	(81,101)	(56,835)	-	(1,193)	-	1,193	0.00%	
Permanently Restricted Activity										
		Hughes Film Series								
		6010 - Hughes Film Series Income	13,204	14,209	7,500	10,999	8,000	(3,499)	-37.49%	
		6011 - Management Fees	(5,677)	(5,480)	(5,015)	(4,981)	(5,900)	(919)	15.58%	.85% of projected balance of \$590,375
		6013 - Unrealized Gain/Loss on Investments	(27,545)	86,406	-	(14,250)		14,250	0.00%	
		6015 - Draws on Investment Acct	(20,546)	(19,077)	(18,500)	(21,500)	(20,000)	1,500	-7.50%	Draw for film expenses
		Hughes Film Series Activity, net	(40,563)	76,058	(16,015)	(28,732)	(17,900)	11,832	-66.10%	
Permanently Restricted Donations										
		6002 - Realized Gain/Loss on Investments	-	144	-			-	0.00%	
		6003 - Unrealized Gain/Loss on Investments	(275,927)	719,126	-	131,637		(131,637)	0.00%	
		6006 - Income from Investments	87,418	96,822	80,000	80,912	80,000	(912)	1.14%	
		6011 - Draws on Investment Acct	-	-	(136,000)	(163,259)	(151,318)	11,941	7.89%	See subschedule
		6012 - Permanently Restricted Fund Income							0.00%	
		6007 - Permanently Restricted Donations	95,000	25,000	20,000		-	-	0.00%	Donations to Endowment
		6008 - Gain/Loss on Stock Sale	125		-			-	0.00%	Gain/Loss on stock gift holding period
		6008 - Management Fees	(35,978)	(38,819)	(43,200)	(36,028)	(40,832)	(4,804)	-11.77%	.85% of projected balance of \$4,320,556
		Permanently Restricted Donation Activity, net	(129,362)	802,272	(79,200)	13,262	(112,150)	(125,412)	111.83%	
		Total Permanently Restricted Activity	(169,925)	878,331	(95,215)	(16,470)	(130,050)	(113,580)	87.34%	
		Total Unrestricted, Temp Restr, Perm Restr Activity	6,227	1,090,411	96,465	226,238	100,850	(125,388)	-124.33%	
Net Income/Loss			(390,334)	554,855	(337,372)	(47,602)	(415,737)	(368,135)	88.55%	

Gorton Community Center Capital Budget (Gorton's Responsibility)

	Total	2015 (FY16)	2016 Actual	2017 Actual	2018 (FY19)	2019 (FY20)	2020 (FY21)	2020 actual	2021 (FY22)	2022 (FY23)	2023 (FY 24)
D. GCC Capital Expenditures											
1 Cleaning & Inspection of Auditorium Murals	\$ 5,000				\$ 5,000						\$ 5,000
2 Two entrance signs for Gorton	\$ 18,000									\$ 18,000	
3 Update Bathrooms	\$ 77,500				\$ 30,000	\$ 11,500	\$ 18,000	\$ -			\$ 18,000
4 DIC Playground Equipment/Flooring Replacement	\$ 52,723					\$ -					
5 Replacement of air conditioner	\$ 11,475										
6 Keyless Access System for Exterior Doors (Note 1)	\$ 37,100			\$ 37,100							
7 Wood Floor Refinishing	\$ 6,500					\$ 2,500				\$ 4,000	
8 Concrete flooring sealant (all floors in North Addition)	\$ 7,500									\$ 7,500	
9 Painting interior of building including public rooms & halls	\$ 59,600				\$ 8,000	\$ 18,000	\$ 15,000	\$ 600		\$ 9,000	\$ 9,000
10 Lower level hall and annex cement grinding/staining	\$ 41,720	\$ 41,720									
11 New Website	\$ 42,000			\$ 30,000					\$ 12,000		
12 Contingency - 2015 Renovation	\$ -										
13 Theater Board Cover	\$ -										
14 Update Grotto	\$ -										
15 Replace Carpet in Nagel Room and upstairs offices	\$ 7,600					\$ 7,600					
16 Security cameras	\$ 14,500				\$ 10,000	\$ 4,500					
17 Folding Chairs (200 @ \$28)	\$ 5,600				\$ 5,600						
18 Water Heater	\$ 11,350				\$ 11,350						
19 Big Blue Blocks	\$ 7,500				\$ 7,500						
20 Theater Lighting	\$ -				\$ 7,190	TBD					
21 Sealcoat and Stripe Parking Log	\$ 6,000				\$ 6,000						
22 Card Tables	\$ 1,400				\$ 1,400						
23 Refinish DIC Cement Flooring - Carpeted	\$ 5,746				\$ 20,000						
24 Draperies - Friends/1861 - Not Budgeted	\$ -										
25 Commercial Refrigerator - Not Budgeted	\$ -										
26 2nd floor and lower level kitchen update	\$ 10,000					TBD					\$ 10,000
27 Mac Laptop	\$ 3,500					\$ 3,500					
28 Handrail for Theater Stairs	\$ 3,500					\$ 3,500					
29 Stage Monitor Patch	\$ 4,500				\$ 4,500						
30 Hallway wayfinding and security signage						\$ 1,300					
31 Storm Windows						\$ 3,300					
32 Trash receptacle door repair											
33 Theater carpet							\$ 9,000	\$ -	\$ 9,000		
34 Custom refrigerated drawer for bar area in Glore solarium							\$ 5,000	\$ -		\$ 5,000	
35 Theater speakers and microphones							\$ 6,500	\$ -	\$ 6,500		
36 Landscaping											
37 Ask Joan building activity system							\$ 5,000	\$ -		\$ 5,000	
38 Upgrade one classroom with new technology							\$ 8,000	\$ 8,000		\$ 8,000	
39 Video streaming program							\$ 8,000				
40 Recovering armchairs in Nagel Room									\$ 6,000		
41 UV Light system for HVAC							TBD		TBD		
	\$ 440,314	\$ 41,720	\$ -	\$ 67,100	\$ 116,540	\$ 55,700	\$ 74,500	\$ 8,600	\$ 33,500	\$ 38,500	
Total Gorton Capital Improvements (C and D)	\$ 4,793,766	\$ 41,720	\$ 11,534	\$ 67,100	\$ 116,540		\$ 74,500	\$ 8,600	\$ 33,500	\$ 38,500	

Gorton Community Center FIVE YEAR FORECAST

	ACTUAL 2017	ACTUAL 2018	ACTUAL 2019	ESTIMATE 2020	BUDGET 2021	PROJECTED 2022	PROJECTED 2023	PROJECTED 2024
Fund Balance 1/1	8,612,019	8,895,998	8,482,290	9,036,633	8,989,031	8,573,294	8,235,037	7,895,092
Revenue								
Room Rentals/Leases	385,321	450,084	395,622	276,086	291,718	458,993	472,763	486,946
Programs and Events	286,031	399,542	488,186	337,490	493,111	507,192	522,408	538,080
Drop In Center	276,274	265,511	264,314	220,340	240,000	300,000	309,000	318,270
Unearned Revenue/Contributions	403,539	341,873	387,865	507,969	320,900	281,680	290,130	298,834
Total Revenue	1,351,165	1,457,010	1,535,987	1,341,885	1,345,729	1,547,865	1,594,301	1,642,130
Expenses								
Administration	807,934	859,300	970,922	800,337	826,506	907,996	935,236	963,293
Programs and Events	155,397	226,728	275,112	180,348	276,549	299,135	308,109	317,352
Drop In Center	297,834	305,986	238,627	272,398	237,344	300,891	309,918	319,215
Total Expenses	1,261,165	1,392,014	1,484,661	1,253,083	1,340,399	1,508,022	1,553,263	1,599,861
Operating Income	90,000	64,996	51,326	88,802	5,330	39,843	41,038	42,269
Depreciation Expense	(259,173)	(267,964)	(277,494)	(282,000)	(291,017)	(282,000)	(282,000)	(282,000)
Temporarily Restricted Activity, Net	(80,286)	(61,361)	53,029	(1,193)	0	0	0	0
Permanently Restricted Activity, Net	533,438	(149,379)	727,482	146,789	(130,050)	(96,100)	(98,983)	(101,952)
Other								
Net Income	283,979	(413,708)	554,343	(47,602)	(415,737)	(338,257)	(339,945)	(341,683)
Fund Balance 12/31	8,895,998	8,482,290	9,036,633	8,989,031	8,573,294	8,235,037	7,895,092	7,553,409
Check: ending FB audit report	8,895,998	8,482,290	9,036,633					
Difference	0	0	0					

*Note that Permanently Restricted Activity, net includes a 3% draw on on the investment account and does not reflect any unrealized gain or loss on the investments

Attachment 1

**ESTIMATING EQUALIZED ASSESSED VALUATION, TAX LEVY LIMITATIONS
AND NEW GROWTH PROJECTIONS FOR 2020**

PROJECTED 2020 EQUALIZED ASSESSED VALUATION

Based on information from the County Clerk's Office
the projected Equalized Assessed Valuation (EAV) of property
in The City of Lake Forest for the tax year 2020 is as follows:

2019 EAV for The City of Lake Forest	2,457,796,598
Estimated average change to existing property	-1.13%
2020 EAV for existing property	<u>2,430,068,169</u>
Total Estimated New Construction Growth for 2020	\$ 8,844,742
Total Projected EAV for 2020 Tax Levy	<u>\$ 2,438,912,911</u>

**COMPUTATION OF MAXIMUM TAX EXTENSION FOR 2020 UNDER THE PROPERTY TAX
EXTENSION LIMITATION ACT**

A.	Tax Levy Extensions for the 2019 Tax Year (Excluding Debt Service, Special Rec and partial Fire Pension Tax Levy Extension)	\$ 31,308,003
B.	Total Projected EAV for 2020 Tax Levy	\$ 2,438,912,911
C.	Total Estimated New Construction Growth for 2020	\$ 8,844,742
D.	CPI Increase for 2020 Levy	2.30%
Step 1	Numerator of Limiting Rate:	\$ 31,308,003 X 102.300% = <u>\$ 32,028,087</u>
Step 2	Denominator of Limiting Rate:	\$ 2,438,912,911 - 8,844,742 = <u>\$ 2,430,068,169</u>
Step 3	Limiting Rate (Per \$100 EAV):	\$ 32,028,087 / 2,430,068,169 = <u>\$ 0.01318</u>
Step 4	Maximum Tax Extension for 2020 Tax Year (Excluding Debt Service Tax Levy Extension):	\$ 2,438,912,911 X \$ 0.01318 = <u>\$ 32,144,660</u>
Step 5	Added Tax Levy Extension Based on New Growth (Step 4 minus Step 1)	= <u>\$ 116,573</u>
Aggregate Levy - Truth in Taxation Estimate:		102.67%
Tax Cap		2.30%
TIF		0.00%
New Construction		<u>0.37%</u>
		<u>2.67%</u>

The City of Lake Forest Tax Levy 2020

Attachment 2

FUND	2020 LEVY	2019 Extension	\$ CHANGE	% CHANGE	
General	\$14,673,647	14,343,741	329,906	2.30%	
Pension Funds					
IMRF/SS - Funded Ratio 95.31%	1,275,189	1,246,519	28,670	2.30%	
Police Pension - Funded Ratio 48.04%	2,988,076	2,690,747	297,329	11.05%	Public Safety pension fee
Fire Pension - Funded Ratio 64.45%	2,106,002	1,791,414	314,588	17.56%	
Sub-Total Pension Funds	6,369,267	5,728,680	640,587	11.18%	
Other Funds					
Recreation and Parks	4,819,086	4,710,739	108,347	2.30%	
Recreation and Parks-IMRF/SS	592,050	578,739	13,311	2.30%	
Special Recreation			0		
Capital Improvements (Cap Applies)	1,541,725	1,538,000	3,725	0.24%	5 year forecast
Recreation and Parks/Specific Purpose	125,000	125,000	0	0.00%	
Library	3,952,561	3,863,755	88,806	2.30%	TBD
Library-sites	428,994	419,349	9,645	2.30%	TBD
Sub-Total Other Funds	11,459,416	11,235,582	223,834	1.99%	
TOTAL LEVY UNDER TAX CAP	32,502,330	31,308,003	1,194,327	3.81%	
Bond Funds (Cap Applies)					
2010/2013 GO Bonds MS/CIP	1,328,275	1,328,986	(711)	-0.05%	
2009 GO Bonds Western	252,700	255,545	(2,845)	-1.11%	
Extension Adjustment		18,117	(18,117)		
2015 GO Bonds - CIP	248,112	225,363	22,749	10.09%	
Sub-Total Bond Funds	1,829,087	1,828,011	1,076	0.06%	
TOTAL TAX LEVY BEFORE NEW GROWTH and ALLOWANCES	34,331,417	33,136,014	1,195,403	3.61%	
Fire Pension PA 93-0689	120,316	103,768	16,548	15.95%	
Special Recreation	494,995	483,866	11,129	2.30%	
Plus New Growth	116,573		116,573	N/A	
GRAND TOTAL TAX LEVY	35,063,301	33,723,648	1,339,653	3.97%	
Ord 2013-70 Debt/Capital Cap	3,370,812	3,366,011	4,801	0.14%	Cap \$3,525,580
Aggregate Levy (Truth in Taxation)	33,234,214	31,895,637	1,338,577	4.20%	Public hearing if increase >5.0%
DISTRIBUTION OF GROWTH					
General Fund Levy -	\$ 102,397				
Library Levy -	14,176				
TOTAL NEW GROWTH	\$ 116,573				

The City of Lake Forest Tax Levy 2020

Attachment 2b

FUND	2020 LEVY	2019 Extension	\$ CHANGE	% CHANGE	
General	\$14,673,647	14,343,741	329,906	2.30%	
FY22 Adjustments	(435,000)		(435,000)		
Pension Funds					
IMRF/SS - Funded Ratio 95.31%	1,275,189	1,246,519	28,670	2.30%	
Police Pension - Funded Ratio 48.04%	2,988,076	2,690,747	297,329	11.05%	Public Safety pension fee
Fire Pension - Funded Ratio 64.45%	2,106,002	1,791,414	314,588	17.56%	
Sub-Total Pension Funds	6,369,267	5,728,680	640,587	11.18%	
Other Funds					
Recreation and Parks	4,819,086	4,710,739	108,347	2.30%	
FY22 Adjustments	435,000		435,000		
Recreation and Parks-IMRF/SS	592,050	578,739	13,311	2.30%	
Special Recreation			0		
Capital Improvements (Cap Applies)	1,541,725	1,538,000	3,725	0.24%	5 year forecast
Recreation and Parks/Specific Purpose	125,000	125,000	0	0.00%	
Library	3,952,561	3,863,755	88,806	2.30%	TBD
Library-sites	428,994	419,349	9,645	2.30%	TBD
Sub-Total Other Funds	11,894,416	11,235,582	658,834	5.86%	
TOTAL LEVY UNDER TAX CAP	32,502,330	31,308,003	1,194,327	3.81%	
Bond Funds (Cap Applies)					
2010/2013 GO Bonds MS/CIP	1,328,275	1,328,986	(711)	-0.05%	
2009 GO Bonds Western	252,700	255,545	(2,845)	-1.11%	
Extension Adjustment		18,117	(18,117)		
2015 GO Bonds - CIP	248,112	225,363	22,749	10.09%	
Sub-Total Bond Funds	1,829,087	1,828,011	1,076	0.06%	
TOTAL TAX LEVY BEFORE NEW GROWTH and ALLOWANCES	34,331,417	33,136,014	1,195,403	3.61%	
Fire Pension PA 93-0689	120,316	103,768	16,548	15.95%	
Special Recreation	494,995	483,866	11,129	2.30%	
Plus New Growth	116,573		116,573	N/A	
GRAND TOTAL TAX LEVY	35,063,301	33,723,648	1,339,653	3.97%	
Ord 2013-70 Debt/Capital Cap	3,370,812	3,366,011	4,801	0.14%	Cap \$3,525,580
Aggregate Levy (Truth in Taxation)	33,234,214	31,895,637	1,338,577	4.20%	Public hearing if increase >5.0%
DISTRIBUTION OF GROWTH					
General Fund Levy -	\$ 102,397				
Library Levy -	14,176				
TOTAL NEW GROWTH	\$ 116,573				

The City of Lake Forest

Tax Levy

2020

Attachment 3

FUND	2020 LEVY	2019 Extension	\$ CHANGE	% CHANGE
General	\$14,341,044	14,343,741	(2,697)	-0.02%
<u>Pension Funds</u>				
IMRF/SS	1,275,189	1,246,519	28,670	2.30%
Police Pension	2,988,076	2,690,747	297,329	11.05%
Fire Pension	2,226,318	1,895,182	331,136	17.47%
Sub-Total Pension Funds	6,489,583	5,832,448	657,135	11.27%
<u>Agency Funds</u>				
Recreation and Parks	5,254,086	4,710,739	543,347	11.53%
Recreation and Parks-IMRF/SS	592,050	578,739	13,311	2.30%
Recreation and Parks-Specific Purpose	125,000	125,000	0	
Special Recreation	494,995	483,866	11,129	2.30%
Capital Improvements	1,541,725	1,538,000	3,725	
Library	3,966,737	3,863,755	102,982	2.67%
Library-sites	428,994	419,349	9,645	2.30%
Sub-Total Agency Funds	12,403,587	11,719,448	684,139	5.84%
	33,234,214	31,895,637	1,338,577	4.20%
<u>Bond Funds</u>				
2010 GO Bonds MS/CIP	1,328,275	1,328,986	(711)	-0.05%
2009 GO Bonds Western	252,700	255,545	(2,845)	-1.11%
Extension Adjustment		18,117	(18,117)	
2015 GO Bonds - CIP	248,112	225,363	22,749	
Sub-Total Bond Funds	1,829,087	1,828,011	1,076	0.06%
GRAND TOTAL TAX LEVY	35,063,301	33,723,648	1,339,653	3.97%

The City of Lake Forest

Tax Levy

2020

Explanation of Homeowner Increase

Attachment 4

	2020 LEVY	2019 Extension	\$ CHANGE	% CHANGE
Levy before growth and exclusions	\$ 32,502,330	\$ 31,308,003	\$ 1,194,327	3.81%
Plus growth and exclusions	731,884	587,634	\$ 144,250	
TOTAL LEVY UNDER TAX CAP	\$ 33,234,214	\$ 31,895,637	\$ 1,338,577	4.20%
Bond Funds	1,829,087	1,828,011	\$ 1,076	0.06%
TOTAL TAX LEVY	\$ 35,063,301	\$ 33,723,648	\$ 1,339,653	3.97%
Increase excl new growth/exclusions	34,331,417	33,136,014		3.61%

	2020 Forecast	2019 Actual	
City Equalized Assessed Value (EAV) 1/3 market value	2,438,912,911	2,457,796,598	
City Levy	35,063,301	33,723,648	
Tax Rate	1.4377	1.3721	levy divided by EAV X 100
Average Home Market Value	\$ 790,975	\$ 800,000	
EAV	263,658	266,667	
EAV X Tax Rate/100	\$ 3,791	\$ 3,659	\$ 132 3.60%

This is the impact projected on an average existing home.

This represents 22% (City) and 3% (Library) of the entire tax bill.

(Impacts on individual properties may differ.)

TAX LEVY 2020-2021

AN ORDINANCE PROVIDING FOR THE LEVY OF TAXES FOR ALL CORPORATE PURPOSES AND FOR THE PUBLIC SCHOOLS OF THE CITY OF LAKE FOREST, COUNTY OF LAKE AND STATE OF ILLINOIS, FOR THE FISCAL YEAR COMMENCING MAY 1, 2020 AND ENDING APRIL 30, 2021.

WHEREAS, because of legal requirements relating to pension funding, the City is required to increase its annual levy to responsibly meet these obligations; and

WHEREAS, because of uncertainties relating to actual and potential Statewide legislation affecting revenue and tax issues for all municipalities, the City is unable to plan with any levy of predictability, which creates a bona fide emergency beyond the City's control for purposes of fiscal planning; and

WHEREAS, due to these legal requirements and bona fide emergency, the City is required to increase its annual tax levy at levels exceeding the levels set forth in the "tax cap" law,

BE IT ENACTED BY THE CITY COUNCIL OF THE CITY OF LAKE FOREST, COUNTY OF LAKE AND STATE OF ILLINOIS:

SECTION 1: That the Annual Appropriation Bill, an ordinance making appropriation for the corporate purposes of The City of Lake Forest and the objects and purposes stated therein according to the departments, and other separate agencies, and for the Public Schools of The City of Lake Forest, County of Lake and State of Illinois, for the fiscal year commencing May 1, 2020 and ending April 30, 2021 was duly passed the 20th of July, 2020 and thereafter published in pamphlet form as provided by law, which ordinance by reference thereto is hereby made a part of hereof.

SECTION 2: That the sum of sixty-eight million, six hundred nine thousand, five hundred eighty-two dollars (\$68,609,582) having heretofore legally appropriated for all corporate purposes of The City of Lake Forest and for the Public Schools of The City of Lake Forest, County of Lake and State of Illinois, to be collected from the taxes levied for the fiscal year commencing May 1, 2020 and ending April 30, 2021 be and same hereby is levied against all property subject to taxation with The City of Lake Forest as the same is assessed and equalized for State and County purposes for the said fiscal year.

That the purposes for which the said amount of sixty-eight million, six hundred nine thousand, five hundred eighty-two dollars (\$68,609,582) hereto appropriated and hereby levied, respectively are as follows, to wit:

<u>GENERAL FUND</u>	<u>Appropriation</u>	<u>Tax Levy 2020-2021</u>
<u>General Government</u>		
Salaries and Benefits	\$ 2,822,132	\$ 1,816,490
Supplies/Other Services and Charges	4,976,048	\$ 3,202,876
Contingency - to meet expenses of emergencies and optional expenses not otherwise provided for	3,699,844	-
TOTAL GENERAL GOVERNMENT	\$ 11,498,024	\$ 5,019,366
<u>Legal</u>		
Contractual Services	\$ 450,000	\$ 286,821
TOTAL LAW	\$ 450,000	\$ 286,821

	<u>Appropriation</u>	<u>Tax Levy 2020-2021</u>
<u>Community Development</u>		
Salaries and Benefits	\$ 1,468,752	\$ -
Supplies/Other Services and Charges	343,047	-
Capital Equipment	-	-
		-
TOTAL COMMUNITY DEVELOPMENT	<u>\$ 1,811,799</u>	<u>\$ -</u>
 <u>Public Works Administration</u>		
Salaries and Benefits	\$ 396,900	351,290
Supplies/Other Services and Charges	89,191	78,941
	-	
TOTAL PUBLIC WORKS ADMINISTRATION	<u>\$ 486,091</u>	<u>\$ 430,231</u>
 <u>Public Buildings</u>		
Building Maintenance Administration		
Salaries and Benefits	\$ 799,007	387,580
Supplies/Other Services and Charges	679,217	329,472
TOTAL PUBLIC BUILDINGS	<u>\$ 1,478,224</u>	<u>\$ 717,052</u>
 <u>Streets</u>		
Salaries and Benefits	\$ 1,037,102	\$ -
Supplies/ Other Service and Charges	732,117	-
TOTAL STREETS	<u>\$ 1,769,219</u>	<u>\$ -</u>
 <u>Sanitation</u>		
Salaries and Benefits	\$ 1,235,474	\$ 762,798
Supplies/ Other Service and Charges	1,087,287	671,306
TOTAL SANITATION	<u>\$ 2,322,761</u>	<u>\$ 1,434,104</u>
 <u>Storm Sewers</u>		
Salaries and Benefits	\$ 123,738	\$ 115,501
Supplies/ Other Service and Charges	29,900	27,909
TOTAL STORM SEWERS	<u>\$ 153,638</u>	<u>\$ 143,410</u>
 <u>Engineering</u>		
Salaries and Benefits	\$ 545,212	\$ 170,557
Supplies/ Other Service and Charges	371,658	116,264
TOTAL ENGINEERING	<u>\$ 916,870</u>	<u>\$ 286,821</u>

	<u>Appropriation</u>	<u>Tax Levy 2020-2021</u>
<u>Fire</u>		
Fire Administration		
Salaries and Benefits	\$ 4,909,331	2,364,223
Supplies/ Other Service and Charges	319,133	153,687
Capital Equipment	-	-
Sub-Total	<u>\$ 5,228,464</u>	<u>\$ 2,517,910</u>
Emergency Medical Services		
Supplies/ Other Service and Charges	\$ 28,813	13,876
Sub-Total	<u>\$ 28,813</u>	<u>\$ 13,876</u>
Fire Suppression		
Supplies/ Other Service and Charges	\$ 103,000	49,602
Sub-Total	<u>\$ 103,000</u>	<u>\$ 49,602</u>
TOTAL FIRE	<u>\$ 5,360,277</u>	<u>\$ 2,581,388</u>
<u>Police</u>		
Salaries and Benefits	\$ 6,502,406	\$ 2,901,741
Supplies/ Other Service and Charges	1,210,314	540,110
TOTAL POLICE	<u>\$ 7,712,720</u>	<u>\$ 3,441,851</u>
TOTAL AMOUNT APPROPRIATED FROM GENERAL FUND	<u>\$ 33,959,623</u>	<u>\$ 14,341,044</u>
Less: Total amount appropriated from other sources other than Tax Levy	19,618,579	
Sub-Total		14,341,044
TOTAL AMOUNT TO BE RAISED BY TAX LEVY FOR GENERAL FUND		<u>\$ 14,341,044</u>

ILLINOIS MUNICIPAL RETIREMENT AND SOCIAL SECURITY

For ILLINOIS MUNICIPAL RETIREMENT and SOCIAL SECURITY
(Excludes Water and Sewer Department, Fleet, Deerpath Golf Course,
Cemetery Commission and School District 67)

General Fund - IMRF	\$ 919,411	\$ 637,595
General Fund - Social Security	698,158	637,594
Parks and Recreation Fund - IMRF	389,339	296,025
Parks and Recreation Fund - Social Security	348,255	296,025
	<u>-</u>	<u>-</u>
TOTAL AMOUNT APPROPRIATED FROM ILLINOIS MUNICIPAL RETIREMENT AND SOCIAL SECURITY	<u>\$ 2,355,163</u>	<u>\$ 1,867,239</u>

	<u>Appropriation</u>	<u>Tax Levy 2020-2021</u>
Less: Total amount appropriated from other sources other than Tax Levy	487,924	
Sub-Total		1,867,239
TOTAL AMOUNT TO BE RAISED BY TAX LEVY FOR ILLINOIS MUNICIPAL RETIREMENT AND SOCIAL SECURITY		<u>\$ 1,867,239</u>
 <u>FIREFIGHTERS'S PENSION FUND</u>		
Other Services and Charges	\$ 3,063,274	\$ 2,106,002
Contingency to meet expenses for emergencies and expenses not otherwise provided for	318,359	-
TOTAL AMOUNT APPROPRIATED FOR PAYMENT TO THE FIREFIGHTERS'S PENSION FUND	<u>\$ 3,381,633</u>	<u>\$ 2,106,002</u>
Less: Total amount appropriated from other sources other than Tax Levy	1,275,631	
Sub-Total		2,106,002
TOTAL AMOUNT TO BE RAISED BY TAX LEVY FOR THE FIREFIGHTERS'S PENSION FUND		<u>\$ 2,106,002</u>
Other Services and Charges	\$ 120,316	\$ 120,316
TOTAL AMOUNT TO BE RAISED BY TAX LEVY FOR THE FIREFIGHTERS'S PENSION FUND LAW PA 93-0869	<u>\$ 120,316</u>	<u>\$ 120,316</u>
 <u>POLICE PENSION FUND</u>		
Other Services and Charges	\$ 3,360,806	\$ 2,988,076
Contingency to meet expenses for emergencies and expenses not otherwise provided for	336,081	-
TOTAL AMOUNT APPROPRIATED FOR PAYMENT TO THE POLICE PENSION FUND	<u>\$ 3,696,887</u>	<u>\$ 2,988,076</u>
Less: Total amount appropriated from other sources other than Tax Levy	708,811	
Sub-Total		2,988,076
TOTAL AMOUNT TO BE RAISED BY TAX LEVY FOR THE POLICE PENSION FUND		<u>\$ 2,988,076</u>

	<u>Appropriation</u>	<u>Tax Levy 2020-2021</u>
<u>PARKS AND RECREATION FUND</u>		
<u>Parks and Forestry</u>		
Administration		
Salaries and Benefits	\$ 2,263,063	\$ 2,028,780
Supplies/ Other Service and Charges	676,846	606,776
Capital Equipment	155,000	138,954
Sub-Total	<u>\$ 3,094,909</u>	<u>\$ 2,774,509</u>
Grounds Maintenance		
Supplies/ Other Service and Charges	\$ 385,500	\$ 345,591
Sub-Total	<u>\$ 385,500</u>	<u>\$ 345,591</u>
<u>Athletic Field Plg/Tennis</u>		
Supplies/ Other Service and Charges	\$ 97,500	\$ 87,406
Sub-Total	<u>\$ 97,500</u>	<u>\$ 87,406</u>
Lake Front Facilities		
Supplies/ Other Service and Charges	\$ 36,500	\$ 32,721
Sub-Total	<u>\$ 36,500</u>	<u>\$ 32,721</u>
<u>Tree Trimming</u>		
Supplies/ Other Service and Charges	\$ 45,750	\$ 41,014
Sub-Total	<u>\$ 45,750</u>	<u>\$ 41,014</u>
<u>Tree Removal</u>		
Supplies/ Other Service and Charges	\$ 21,500	\$ 19,274
Sub-Total	<u>\$ 21,500</u>	<u>\$ 19,274</u>
<u>Insect & Disease</u>		
Supplies/ Other Service and Charges	\$ 15,000	\$ 13,447
Sub-Total	<u>\$ 15,000</u>	<u>\$ 13,447</u>
<u>Tree & Shrub Planting/Care</u>		
Supplies/ Other Service and Charges	\$ 12,500	\$ 11,206
Sub-Total	<u>\$ 12,500</u>	<u>\$ 11,206</u>
TOTAL PARKS AND FORESTRY SECTION	<u>\$ 3,709,159</u>	<u>\$ 3,325,169</u>
<u>Recreation</u>		
<u>Recreation Programs</u>		
Salaries and Benefits	\$ 3,132,715	\$ 1,027,298
Supplies/ Other Service and Charges	1,267,943	\$ 415,791
Capital Equipment	-	\$ -
Sub-Total	<u>\$ 4,400,658</u>	<u>\$ 1,443,089</u>
Parks Equipment Reserve	155,000	\$ 50,828
Recreation and Parks Specific Purpose	125,000	\$ 125,000
Recreation Center Capital Equipment	50,000	\$ 50,000

	<u>Appropriation</u>	<u>Tax Levy 2020-2021</u>
Parks and Forestry Tree Replacement and Landscaping	100,000	\$ 100,000
Parks and Recreation Capital Asset Replacement Program (CARP)	285,000	\$ 285,000
Contingency to meet expenses of emergencies and expenses not otherwise provided for	956,241	-
TOTAL RECREATION SECTION	\$ 6,071,899	\$ 2,053,917
 TOTAL AMOUNT APPROPRIATED FROM THE PARKS AND RECREATION FUND	 9,781,058	
 Less: Total amount appropriated from other sources other than Tax Levy	 7,727,141	
Sub-Total		5,379,086
 TOTAL AMOUNT TO BE RAISED BY TAX LEVY FOR THE PARKS AND RECREATION FUND		 \$ 5,379,086
 Special Recreation		
Salaries and Benefits	\$ 57,182	\$ 51,731
Supplies/Other Services and Charges	289,971	262,330
Capital Improvements	199,999	180,934
Contingency to meet expenses of emergencies and operational expenses not otherwise provided for	54,715	-
TOTAL AMOUNT TO BE RAISED BY TAX LEVY FOR SPECIAL RECREATION	\$ 601,867	\$ 494,995
 <u>Capital Improvements Fund</u>		
Supplies/Other Services and Charges	6750	
Capital Equipment	812,000	
Capital Improvements	4,864,953	1,541,725
Contingency to meet expenses of emergencies and capital improvements not otherwise provided for	568,370	
TOTAL AMOUNT TO BE RAISED BY TAX LEVY FOR CAPITAL IMPROVEMENTS	\$ 6,252,073.00	\$ 1,541,725
 <u>PUBLIC LIBRARY FUND</u>		
<u>Library Services</u>		
Salaries and Benefits	\$ 2,411,773	\$ 2,411,443
Supplies/Other Services and Charges	1,311,303	1,311,124
Contingency to meet expenses of emergencies and operational expenses not otherwise provided for	140,111	-
Total Lake Forest Public Library - General	\$ 3,863,187	\$ 3,722,567
 Less: Total amount appropriated from other sources other than Tax Levy	 140,620	
Sub-Total		3,722,567
TOTAL AMOUNT TO BE RAISED BY TAX LEVY FOR THE LAKE FOREST PUBLIC LIBRARY - GENERAL		\$ 3,722,567

	<u>Appropriation</u>	<u>Tax Levy 2020-2021</u>
<u>Social Security and IMRF</u>		
Social Security	\$ 154,998	\$ 122,085
Illinois Municipal Retirement Fund (IMRF)	200,113	122,085
Total Lake Forest Public Library - Social Security and IMRF	<u>\$ 355,111</u>	<u>\$ 244,170</u>
Less: Total amount appropriated from other sources other than Tax Levy	110,941	
Sub-Total		244,170
TOTAL AMOUNT TO BE RAISED BY TAX LEVY FOR THE LAKE FOREST PUBLIC LIBRARY - SOCIAL SECURITY AND IMRF		<u>\$ 244,170</u>

<u>Library Building</u>		
Salaries and Benefits	\$ 165,921	\$ 108,518
Supplies/Other Services and Charges	240,000	156,968
Sub-Total	<u>\$ 405,921</u>	<u>265,486</u>
Capital Equipment	\$ 125,000	\$ 81,754
Capital Improvements	125,000	81,754
Sub-Total	<u>\$ 250,000</u>	<u>\$ 163,508</u>
Total Lake Forest Public Library Building Maintenance and Repair (Sites and Building)	<u>\$ 655,921</u>	<u>\$ 428,994</u>
Less: Total amount appropriated from other sources other than Tax Levy	226,927	
Sub-Total		428,994
TOTAL AMOUNT TO BE RAISED BY TAX LEVY FOR THE LAKE FOREST PUBLIC LIBRARY - BUILDING MAINTENANCE AND REPAIR		<u>\$ 428,994</u>

<u>Public Schools THE CITY OF LAKE FOREST</u>		
<u>School District No. 67**</u>		
From the Educational Fund	\$ 33,926,923	\$ 27,768,590
From the Operations, Building and Maintenance Fund	6,726,184	5,801,721
From the Capital Projects Fund	3,917,177	-
From the Illinois Municipal Retirement Fund	396,639	380,018
From the Social Security Fund	396,638	536,501
From the Transportation Fund	704,265	888,538
TOTAL AMOUNT APPROPRIATED FOR PUBLIC SCHOOLS OF THE CITY OF LAKE FOREST (School District No. 67)	<u>\$ 46,067,826</u>	<u>\$ 35,375,368</u>
TOTAL AMOUNT TO BE RAISED BY TAX LEVY FOR PUBLIC SCHOOLS OF THE CITY OF LAKE FOREST (School District 67)		<u>\$ 35,375,368</u>

	<u>Appropriation</u>	<u>Tax Levy 2020-2021</u>
<u>Summary of the Amounts Appropriated From the the Several Funds</u>		
General	\$ 33,959,623	\$ 14,341,044
Illinois Municipal Retirement Fund (IMRF)	1,308,750	933,620
Social Security	1,046,413	933,619
Firefighter's Pension	3,381,633	2,106,002
Firefighter's Pension law PA 93-0869	120,316	120,316
Police Pension	3,696,887	2,988,076
Sub-Total	<u>\$ 43,513,622</u>	<u>\$ 21,422,677</u>
Parks and Recreation	\$ 9,781,058	\$ 5,379,086
Special Recreation	601,867	494,995
Capital Improvements	6,252,073	1,541,725
Public Library	3,863,187	3,722,567
Public Library - Social Security	154,998	122,085
Public Library - IMRF	200,113	122,085
Public Library - Sites and Building	655,921	428,994
Sub-Total	<u>\$ 21,509,217</u>	<u>\$ 11,811,537</u>
<u>The City of Lake Forest School District No. 67 ***</u>		
Educational	\$ 33,926,923	\$ 27,768,590
Operations, Building and Maintenance	\$ 6,726,184	\$ 5,801,721
Capital Projects Fund	\$ 3,917,177	\$ -
Illinois Municipal Retirement Fund	\$ 396,639	\$ 380,018
Social Security	\$ 396,638	\$ 536,501
Transportation	\$ 704,265	\$ 888,538
Sub-Total	<u>\$ 46,067,826</u>	<u>\$ 35,375,368</u>
GRAND TOTAL	<u>\$ 111,090,665</u>	<u>\$ 68,609,582</u>

*** The City of Lake Forest School District No. 67
will be holding a special meeting and these
tax levy numbers could change.

Section 3: Severability. If any provision of this Ordinance is declared unconstitutional, invalid, or otherwise unenforceable by a court of competent jurisdiction, then that provision shall be deemed severed from this Ordinance and the remainder of this Ordinance shall remain in full force and effect.

Section 4: The City Clerk of The City of Lake Forest is hereby directed to file a certified copy of this ordinance with the County Clerk of Lake County in the State of Illinois as required by law.

Section 5: This ordinance shall be in force and effect ten (10) days after its passage, approval and publication.

PASSED THIS ____ day of _____, 2020

City Clerk

APPROVED THIS ____ day of _____, 2020

Mayor

ATTEST:

City Clerk

That this ordinance be published in pamphlet form and be made available to the public at the City Hall service counter.

THE CITY OF LAKE FOREST

ORDINANCE NO. 20-_____

**AN ORDINANCE AMENDING THE LAKE FOREST
CITY CODE RELATING TO REAL ESTATE TRANSFER TAXES**

WHEREAS, The City of Lake Forest (the “City”) is a home rule, special charter municipality existing in accordance with the Illinois Constitution of 1970; and

WHEREAS, pursuant to its home rule authority, the citizens of the City have authorized the imposition of a tax upon the transfer of real property within the City (the “*Transfer Tax*”); and

WHEREAS, the City Council has determined that it is in the best interests of the City and its residents to update and clarify the terms, provisions, enforceability, and requirements of the City Code with respect to the Transfer Tax;

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF LAKE FOREST, COUNTY OF LAKE, STATE OF ILLINOIS, as follows:

SECTION ONE: Recitals. The foregoing recitals are incorporated as the findings of the City Council and are hereby incorporated into and made a part of this Ordinance.

SECTION TWO: Amendment to Sections 39.164 through 39.166 of the City Code. Sections 39.164 through 39.166, entitled “Real Estate Transfer Tax,” of Chapter 39, entitled “Taxation,” of Title III, entitled “Administration,” of the City Code are hereby amended in their entirety, so that said Sections 39.164 through 39.166 shall hereafter be and read as set forth in Exhibit A to this Ordinance, which Exhibit A is attached to and made a part of this Ordinance.

SECTION THREE: Effective Date. This Ordinance shall be in full force and effect upon its passage, approval, and publication in pamphlet form in the manner provided by law.

Passed this ____ day of _____, 2020.

AYES:

NAYS:

ABSENT:

ABSTAIN:

Approved this ____ day of _____, 2020.

Mayor

ATTEST:

City Clerk

EXHIBIT A
REAL ESTATE TRANSFER TAX

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§ 39.164 REFUNDS

(A) A grantee/buyer ("taxpayer"), assignee or purchaser (hereinafter referred to as "taxpayer") who has purchased a dwelling unit in the city (the "purchased dwelling unit") and has paid ~~the or caused to be paid to the City Clerk or the Clerk's designee the~~ Real Estate Transfer Tax provided for in § 39.155 shall be entitled to a refund equal to the lesser of the amount of such tax or \$2,000; provided such taxpayer satisfies all of the following requirements:

- A. ~~(1) Either taxpayer as seller-purchaser.~~ The taxpayer must meet all of the following requirements: The taxpayer ~~must have~~ has bought and sold property within Lake Forest where the closing dates fall within 12 calendar months of each other.
- B. The taxpayer's sold property ~~must have been their~~ was his/her primary residence.
- C. The taxpayer ~~must not have~~ has not received a Real Estate Transfer Tax Refund within ~~the last three (3) years of~~ immediately preceding receipt of refund application.
- D. A completed Application for Real Estate Transfer Tax Refund ~~must be~~ has been filed with the Finance Department within 12 months of the most recent closing.

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~~(a) The taxpayer has sold a dwelling unit in the city not more than one year prior to acquiring the purchased dwelling unit for which any tax imposed under § 39.155 of this subchapter was timely and fully paid (the "sold dwelling unit");~~

~~(b) The taxpayer had occupied the sold dwelling unit as taxpayer's principal residence for at least three years prior to sale;~~

~~(c) The taxpayer has either:~~

- i. ~~Purchased and occupied as taxpayer's principal residence the purchased dwelling unit within one year after the closing on the sale of the sold dwelling unit and has not been the legal or beneficial owner of another dwelling unit occupied as taxpayer's principal residence during such one-year period; or~~
- ii. ~~The taxpayer has entered into a valid and binding contract, dated not later than 60 days after the closing on the sale of the sold dwelling unit, to purchase a newly constructed or renovated purchased dwelling unit within the corporate limits of the city, but is unable to occupy such newly constructed or renovated purchased dwelling unit within the time period specified in division (A)(1)(a) above solely because a certificate of occupancy has not been issued by the city for such newly constructed or renovated purchased dwelling unit. The refund due under this division (A)(1)(c)(ii) shall be paid to the taxpayer only upon actual occupancy of the newly constructed or renovated purchased dwelling unit by the taxpayer as his or her principal residence; and~~

~~—(d) The tax due on the purchased dwelling unit was timely and fully paid in accordance with this subchapter.~~

~~—(2) **Or taxpayer as purchaser-seller.** The taxpayer must meet all of the following requirements:~~

~~—(a) The taxpayer had purchased a purchased dwelling unit for which any tax imposed under § 39.155 was timely and fully paid not more than one year prior to selling the sold dwelling unit;~~

~~—(b) The taxpayer had occupied the sold dwelling unit as taxpayer's principal residence for at least three years prior to the purchase of the purchased dwelling unit;~~

~~—(c) The taxpayer has occupied as taxpayer's principal residence the purchased dwelling unit within one year before the closing on the sale of the sold dwelling unit and has not been the legal or beneficial owner of another dwelling unit occupied as taxpayer's principal residence during such one-year period; and~~

~~—(d) The tax due on the sold dwelling unit was timely and fully paid in accordance with this subchapter.~~

~~—(B) No taxpayer shall be entitled to a refund under this section unless a completed application therefor shall have been filed with the Finance Clerk within one year after the payment of the real estate transfer tax for the purchased dwelling unit for which a refund is sought. The taxpayer shall bear the burden of delivering evidence satisfactory to the City Clerk of taxpayer's entitlement to such refund.~~

~~—(C) Notwithstanding the foregoing, for any taxpayer that had paid or will pay the tax imposed under § 39.155 between November 17, 2008 and November 17, 2010, the time period for qualifying or applying for a refund of the transfer tax shall be extended to two years. (Ord. 06-18, passed 4-20-2006; Ord. 2008-39, passed 11-17-2008; Ord. 2009-29, passed 11-16-2009)~~

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~~§ 39.165 RULES.~~

The City Manager may establish and adopt rules, regulations and materials as the Manager deems necessary or appropriate in furtherance of the implementation and efficient and effective administration of this subchapter.
(Ord. 06-18, passed 4-20-2006)

~~§ 39.166 APPEALS; VARIANCES: **WAIVERS.**~~

~~(A) Appeals.~~

(1) Appeals shall be available to any person who ~~believe~~**believes** that any of the terms of Sections 39.155 through Section 39.165 have been ~~misapplies~~**misapplied** with respect to the circumstances relating to such person.

(2) Any person who shall be subject to the tax pursuant to this subchapter, or any applicant for exemption or refund under §§ 39.159 or 39.164, who disputes the imposition of or amount of the tax imposed pursuant to this subchapter or a determination under §§ 39.159 or

39.164 may seek a review of such imposition or amount of the real estate transfer tax or the determination under either §§ 39.159 or 39.164 by filing with the City Manager, within 30 days after the notification of the transfer tax amount or the determination on a request for exemption or refund under §§ 39.159 or 39.164, respectively, a request for review.

(a) The request for review shall set forth in detail the basis for the dispute of the imposition, amount or determination relating to the transfer tax, an exemption therefrom or a refund.

(b) The City Manager shall thereafter consider the request for review, determine whether the tax should be waived, reduced or refunded pursuant to the terms of this subchapter, and provide a written determination thereof.

(2)(c) In connection with the City Manager's consideration of an appeal, the City Manager may require the person filing the appeal to provide an appraisal of the subject property, which appraisal shall be a certified MAI appraisal prepared not more than six months prior to the date of the appeal.

(3) If such person seeks further review of the imposition or amount of the transfer tax or determination of exemption or refund under §§ 39.159 or 39.164, respectively, such person shall file a request to appeal the determination of the City Manager with the City Clerk within 30 days after mailing of the determination by the City Manager; such appeal shall be considered by the Personnel, Compensation, and Administration Committee of the City Council based on the relevant facts available regarding the real estate transfer in question and the materials presented in connection with the request for exemption under § 39.159 or for refund under § 39.164, as well as materials presented in connection with the Manager's review provided under this section.

(a) The determination of the Personnel, Compensation, and Administration Committee shall be final.

(3)(b) In connection with any review or appeal under this section, transfer stamps may be issued upon paying the real estate transfer tax, but any such tax payment shall not prevent a person from pursuing such review or appeal.

(B) Variances

(1) VariancesVariance may be sought by any taxpayer seeking a refund of all or a portion of the transfer taxes paid but who cannot satisfy the one-year limitation period established in Section 39.164. A person seeking any variance shall comply with all of the other requirements of Section 39.164(B). The procedure for, and standards for obtaining, a variance, will beare based on the amount of time for which a variation is sought, and are as follows:

(2)(a) A taxpayer seeking to vary the one-year limitation period in Section 39.164(A)(1)(a) or 39.164(A)(2)(a) to not more than two years shall file an applicationa request for review with the City ManagerFinance Director within 60 days12 months after the closing that, but for the one-year limitation period, would entitle the taxpayer to a refund. A variance under this Section 39.166(B)(2) may be granted upon a showing of circumstances-hardship not caused by the taxpayer seeking the refund. Such variance request shall be processed in accordance with the procedures set forth in Sections 39.166(A)(2) and 39.166(A)(3).

(3)(b) A taxpayer seeking to vary the one-year limitation period in Section 39.164(A)(1)(a) or 39.164(A)(2)(a) to more than two, but not more than three years shall file an

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~~application~~a request for review with the City Manager within ~~60 days~~12 months after the closing that, but for the one-year limitation period, would entitle the taxpayer to a refund. Such ~~application~~request shall set forth the grounds for ~~such~~the variance and all pertinent facts relating thereto. A variance under this Section 39.166(B) may be granted upon a showing of circumstances not caused by the taxpayer seeking the refund. ~~The application shall be presented to the Personnel, Compensation and Administration Committee for a hearing, and such Committee shall be authorized to grant a variance upon a showing of extraordinary hardship such as an act of god or medical necessity. The determination of the Committee shall be final.~~

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(c) No variance beyond three years shall be available from the limitation period in Section 39.164(A)(1)(a) or 39.164(A)(2)(a).

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(C) Waivers

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~~(4) (1) Waivers may be sought by any taxpayer for sections 39.164 – 39.166(B) through the PCA Committee for circumstances falling outside the provisions identified in the sections 39.164 - 39.166(B). The determination of the Committee shall be final.~~

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The City of Lake Forest
CITY COUNCIL
Proceedings of the Monday, November 16, 2020
City Council Meeting - City Council Chambers
REMOTE ACCESS MEETING

CALL TO ORDER AND ROLL CALL: The City Clerk asked for a motion to appoint Alderman Morris as Mayor Pro Tem. Alderman Rummel made a motion to appoint Alderman Morris as Mayor Pro Tem, seconded by Alderman Preschlack. The following voted "Aye": Alderman Morris, Karras, Rummel, Notz, Preschlack, Goshgarian, Buschmann and Weber. The following voted "Nay": None. 8-Ayes, 0 Nays, motion carried. Morris called the meeting to order at 6:30pm

Present: Alderman Morris, Alderman Karras, Alderman Rummel, Alderman Notz, Alderman Preschlack, Alderman Goshgarian, Alderman Buschmann and Alderman Weber.

Absent: Honorable Mayor Pandaleon

CALL TO ORDER AND ROLL CALL

PLEDGE OF ALLEGIANCE was recited.

REPORTS OF CITY OFFICERS

COMMENTS BY MAYOR

Mayor Pro Tem Morris made the following statement as required by the Open Meetings Act. In accordance with state statute, Mayor Pandaleon has made a determination that it was not practical or prudent to schedule an in-person City Council meeting because of the COVID-19 pandemic, which is why this November 16, 2020 City Council meeting is being held remotely.

A. Marketing Committee Initiatives

- Alderman Jennifer Karras, Marketing Committee Chair

Alderman Karras gave a brief presentation and update on marketing initiatives and goals. She reviewed the initial steps conducted to establish a Marketing Committee and other campaigns being discussed amongst the Committee members. Alderman Karras discussed one of the Committees main initiatives, opening a pop-up shop in the central businesses district, with a planned opening on Friday November 27. She stated that the pop-up shop will generate additional foot traffic near the shopping district, as well as featuring 14 non-profit organizations to increase their visibility and sell branded merchandise. Alderman Karras summarized the next phase for the Committee to continue to promote Lake Forest.

The City Council had discussion on print and social media advertisements as well as the budgetary impacts and goals of the Committee. Additionally, the City Council had discussion on the use of different social media platforms.

B. COVID 19 Financial Impact Update

- Elizabeth Holleb, Finance Director

Finance Director, Elizabeth Holleb gave a brief financial impact update of the COVID-19 Pandemic on City finances. She gave an overview of the key items the Finance Department has been watching including the municipal sales tax and income tax revenue. Director Holleb concluded that the current projections have

exceeded previous expectations that were in the amended FY21 budget. She reviewed additional Funds that were impacted including the Parks and Recreation Fund, the Deerpath Golf course Fund, and the Capital Improvement Fund. Director Holleb summarized City-wide key revenue indicators stating that everything was trending positively, excluding recreation program fees, due to the lack of spring and summer programming and the motor fuel tax, which was not adjusted in the FY21 budget. Additionally, Director Holleb presented an update on the Local Business Grant Program stating that there are currently 22 applicants.

The City Council had discussion on the influx of applicants for the Local Business Grant Program. Director Holleb explained that the City conducted a mailing the second week of October to businesses eligible for the grant program.

Director of Community Development, Catherine Czerniak gave a brief overview of partnerships the City has engaged in with business owners.

Mayor Pro Tem Morris made a brief announcement in regards to Lake Forest resident, Cindy Barber, who was selected as the Brigade Commander at the United States Naval Academy. The City Council extended their congratulations the Barber family.

COMMENTS BY CITY MANAGER

A. Website/Mobile Application Update

- **Mike Strong, Assistant City Manager**
- **Jim Shaw, Director of Innovation and Technology**

City Manager, Jason Wicha introduced Director of Innovation and Technology, Jim Shaw to update the City Council on the status of the mobile application and Assistant City Manager, Mike Strong to give an update on the website redesign project.

Director Shaw gave a demonstration of the application and its features and functionality.

The City Council had discussion on the personnel support to keep information up to date.

Assistant City Manager, Mike Strong gave a preview of the new website design and explained new functionality that would be available on the new web page.

City Manager, Jason Wicha introduced Director of Public Works, Michael Thomas to give an update on the Deerpath/Route 41 project. Director Thomas gave a brief overview of the preconstruction meeting with IDOT stating that activity at the site would begin soon. He stated that once IDOT has a final construction timeline, they will share details with the City Council and Lake Forest residents.

The City Council had discussion on signage requirements to make residents and visitors aware of the ongoing construction.

OPPORTUNITY FOR CITIZENS TO ADDRESS THE CITY COUNCIL ON NON-AGENDA ITEMS

Members of the public can provide public comment by calling into the following number during the meeting: 847-810-3643

COMMITTEE REPORTS

FINANCE COMMITTEE

1. Consideration of an Ordinance Establishing the 2020 Tax Levy (First Reading)

Finance Director, Elizabeth Holleb gave a presentation summarizing the schedule for the 2020 Property Tax Levy. She gave a detailed explanation, provided by the Lake County Assessor's Office, describing changes in different revenues and expenditures. Director Holleb explained how the 2020 property tax levy will impact pension contributions and the projected impact on an average household in the City.

The City Council thanked Director Holleb for presenting additional information regarding overlapping taxing districts to get their projected tax levies.

COUNCIL ACTION: Grant first reading of an Ordinance Establishing the 2020 Tax Levy

Alderman Goshgarian made a motion to grant first reading of an Ordinance Establishing the 2020 Tax Levy, seconded by Alderman Weber. The following voted "Aye": Alderman Morris, Karras, Rummel, Notz, Preschlack, Goshgarian, Buschmann and Weber. The following voted "Nay": None. 8-Ayes, 0 Nays, motion carried.

2. Approval of Ordinances Abating 2020 Tax Levies for Various G.O. Alternate Revenue Bond Issues (First Reading)

Finance Director, Elizabeth Holleb gave a presentation summarizing the 2020 Debt Service Levy and Abatements, explaining how the County arrives at the amount of property taxes levied on the City's behalf to pay the debt service. She stated the specific revenue sources intended to pay the debt service on a portion of the bonds, which gets the City to the net Levy.

COUNCIL ACTION: Grant first reading of the Ordinances abating tax levies for various general

Alderman Rummel made a motion to grant first reading of the Ordinances abating tax levies for various general, seconded by Alderman Preschlack. The following voted "Aye": Alderman Morris, Karras, Rummel, Notz, Preschlack, Goshgarian, Buschmann and Weber. The following voted "Nay": None. 8-Ayes, 0 Nays, motion carried.

3. Consideration of an Ordinance approving a Fee Schedule and Ordinances adopting new fees (First Reading)

Assistant Finance Director, Diane Hall gave a brief presentation summarizing proposed changes, adopting new fees, and adjusting current fees. Finance Director, Elizabeth Holleb gave further clarification on the water rate fees, upon request of the Council.

The City Council had discussion on property tax increases for commercial versus residential water usage.

COUNCIL ACTION: Grant first reading to the proposed ordinances.

Alderman Preschlack made a motion to grant first reading to the proposed ordinances, seconded by Alderman Goshgarian. The following voted "Aye": Alderman Morris, Karras, Rummel, Notz, Preschlack, Goshgarian, Buschmann and Weber. The following voted "Nay": None. 8-Ayes, 0 Nays, motion carried.

ITEMS FOR OMNIBUS VOTE CONSIDERATION

1. **Approve the Extension of the Mayor's Declaration of a Local State of Emergency until the next City Council Meeting**
2. **Approval of the November 2, 2020 City Council Meeting Minutes**
3. **Consideration of an Ordinance Amending the City of Lake Forest Liquor Code, to increase the number of Licenses available in Class C-1. (First reading and if appropriate final approval)**
4. **Consideration of a Staff Recommendation to Award a Proposal to Imperial Surveillance Inc., for the purchase of two security camera surveillance systems for the East and West Metra Train Stations in the amount of \$44,928.00 with a ten percent (10%) or \$4,492.00 contingency.**
5. **Consideration of an Ordinance Approving a Recommendation from the Historic Preservation Commission. (First Reading and if Desired by the City Council, Final Approval)**
6. **Request City Council Approval to Purchase a New Police Vehicle, Replacing an Existing Unit that was Involved in an Accident and Determined to be a Total Loss, to Currie Motors in the Amount of \$33,802**

COUNCIL ACTION: Approval of the six (6) Omnibus items as presented

Mayor Pro Tem Morris asked members of the Council if they would like to remove any item or take it separately.

The City Council had discussion on item #3, item #4 and item #6. Mayor Pro Tem Morris again asked members of the Council if they would like to remove any item or hear it separately. Seeing none, he asked for a motion to approve the six items as presented.

Alderman Preschlack made a motion to approve the six (6) Omnibus items as presented, seconded by Alderman Rummel. The following voted "Aye": Alderman Morris, Karras, Rummel, Notz, Preschlack, Goshgarian, Buschmann and Weber. The following voted "Nay": None. 8-Ayes, 0 Nays, motion carried.

Information such as Purpose and Action Requested, Background/Discussion, Budget/Fiscal Impact, Recommended Action and a Staff Contact as it relates to the Omnibus items can be found on the agenda.

ORDINANCES

OLD BUSINESS

NEW BUSINESS

ADDITIONAL ITEMS FOR COUNCIL DISCUSSION/COMMENTS BY COUNCIL MEMBERS
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Alderman Rummel made a brief statement to encourage members of the Council, and members of the public to enroll in the Community Solar Program. She stated additional information could be found on the City's website under "green energy initiative" or sign up directly at Mc2energyservices.com/il/community-solar.

ADJOURNMENT

There being no further business Mayor Pro Tem asked for a motion. Alderman Rummel made a motion to adjourn, seconded by Alderman Preschlack. Motion carried unanimously by voice vote at 8:36 pm.

Respectfully Submitted
Margaret Boyer, City Clerk

A video of the City Council meeting is available for viewing at the Lake Forest Library and on file in the Clerk's office at City Hall. You can also view it on the website by visiting www.cityoflakeforest.com. Click on I Want To, then click on View, then choose Archived Meetings Videos.



RESOLUTION

WHEREAS, DAVID E. TISINAI has been a dedicated employee of The City of Lake Forest since November 15, 1993; and

WHEREAS, DAVID E. TISINAI will honorably retire from the City on **December 5, 2020**; and

WHEREAS DAVID E. TISINAI served in the following positions during his dedicated career: *Firefighter/Paramedic, member of the Lake County Specialized Rescue Team, and a passionate member of the department's Public Education programs. In addition, DAVID E. TISINAI* received several fire service certifications, including Company Fire Officer. Dave also received numerous accommodations and letters of gratitude for outstanding service throughout his career.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LAKE FOREST that the Council, on behalf of the administration and residents of the community, hereby expresses its appreciation and gratitude to **DAVID E. TISINAI** for a public service faithfully performed; and

BE IT FURTHER RESOLVED that this Resolution be appropriately inscribed and conveyed to **DAVID**, with a copy to be included in the official minutes of the **December 7, 2020** meeting of the Lake Forest City Council.


George A. Pandaleon, Mayor

AN ORDINANCE

ABATING A PORTION OF THE TAX BEING LEVIED IN 2020
FOR THE ANNUAL PAYMENT OF THE PRINCIPAL AND INTEREST
ON THE GENERAL OBLIGATION BONDS, SERIES 2015 BOND ISSUE

WHEREAS, the City Council of The City of Lake Forest, Lake County, Illinois, did on the 3rd day of August, 2015 authorize the issuance of General Obligation Bonds, Series 2015 in the amount of \$9,780,000 for the purpose of financing capital improvements and provided for the levy and collection of a direct annual tax for the payment of the principal and interest of said bonds; and

WHEREAS, the City has funds in the General Obligation Bonds, Series 2015 Bond Fund from sources other than property taxes; and

WHEREAS, The City of Lake Forest has on hand, sufficient funds to pay a portion of the tax levied for the annual payment of the principal and interest on the General Obligation Bonds, Series 2015 due in the fiscal year commencing May 1, 2021, therefore a portion of the levy of the tax provided in the original bond ordinance passed August 3, 2015, a copy of which was filed in the Office of the County Clerk is unnecessary;

NOW, THEREFORE, BE IT ENACTED by the City Council of The City of Lake Forest as follows:

SECTION 1: That the County Clerk of Lake County, Illinois, is hereby authorized and directed to abate a portion of the 2020 Tax Levy in the amount of \$361,312.50 hitherto provided for and levied in the ordinance providing for the issuance of \$9,780,000 General Obligation Bonds, Series 2015 of The City of Lake Forest, Lake County, Illinois passed August 3, 2015.

SECTION 2: That this ordinance shall be in full force and effect from and after its approval and publication as required by law.

PASSED THIS _____ day of _____, 2020

City Clerk

APPROVED THIS _____ day of _____, 2020

Mayor

ATTEST:

City Clerk

2015

AN ORDINANCE

ABATING THE TOTAL TAX BEING LEVIED IN 2020
FOR THE ANNUAL PAYMENT OF THE PRINCIPAL AND INTEREST
ON THE GENERAL OBLIGATION BONDS, SERIES 2017 BOND ISSUE

WHEREAS, the City Council of The City of Lake Forest, Lake County, Illinois, did on the 15th day of May 2017, authorize the issuance of General Obligation Bonds, Series 2017 in the amount of \$9,295,000 for the purpose of financing capital improvements and provided for the levy and collection of a direct annual tax for the payment of the principal and interest of said bonds; and

WHEREAS, the City has funds in the General Obligation Bonds, Series 2017 Bond Fund from sufficient revenues collected from the City owned waterworks and sewerage system; and

WHEREAS, The City of Lake Forest has on hand, sufficient funds to pay the total tax levied for the annual payment of the principal and interest on the General Obligation Bonds, Series 2017 due in the fiscal year commencing May 1, 2021, therefore the total levy of the tax provided in the original bond ordinance passed May 15, 2017, a copy of which was filed in the Office of the County Clerk is unnecessary;

NOW, THEREFORE, BE IT ENACTED by the City Council of The City of Lake Forest as follows:

SECTION 1: That the County Clerk of Lake County, Illinois, is hereby authorized and directed to abate the total 2020 Tax Levy of \$271,152.50 hitherto provided for and levied in the ordinance providing for the issuance of \$9,295,000 General Obligation Bonds, Series 2017 of The City of Lake Forest, Lake County, Illinois passed May 15, 2017.

SECTION 2: That this ordinance shall be in full force and effect from and after its approval and publication as required by law.

PASSED THIS _____ day of _____, 2020

City Clerk

APPROVED THIS _____ day of _____, 2020

Mayor

ATTEST:

City Clerk

2017

AN ORDINANCE

ABATING A PORTION OF THE TAX BEING LEVIED IN 2020
FOR THE ANNUAL PAYMENT OF THE PRINCIPAL AND INTEREST
ON THE GENERAL OBLIGATION BONDS, SERIES 2019 REFUNDING BOND ISSUE

WHEREAS, the City Council of The City of Lake Forest, Lake County, Illinois, did on the 2nd day of December, 2019, authorize the issuance of General Obligation Refunding Bonds, Series 2019 in the amount of \$17,665,000 for the purpose of refunding certain maturities of the City's outstanding general obligation bonds, Series 2009, 2010B, 2010C and 2011B and provided for the levy and collection of a direct annual tax for the payment of the principal and interest of said bonds; and

WHEREAS, the City has funds in the applicable debt service funds from sources other than property taxes; and

WHEREAS, The City of Lake Forest has on hand, sufficient funds to pay a portion of the tax levied for the annual payment of the principal and interest on the General Obligation Refunding Bonds, Series 2019 due in the fiscal year commencing May 1, 2021, therefore a portion of the levy of the tax provided in the original bond ordinance passed December 2, 2019, a copy of which was filed in the Office of the County Clerk, is unnecessary;

NOW, THEREFORE, BE IT ENACTED by the City Council of The City of Lake Forest as follows:

SECTION 1: That the County Clerk of Lake County, Illinois, is hereby authorized and directed to abate a portion of the 2020 Tax Levy in the amount of \$2,652,250.00 hitherto provided for and levied in the ordinance providing for the issuance of \$17,665,000 General Obligation Bonds, Series 2019 of The City of Lake Forest, Lake County, Illinois passed December 2, 2019.

SECTION 2: That this ordinance shall be in full force and effect from and after its approval and publication as required by law.

PASSED THIS ____ day of _____, 2020

City Clerk

APPROVED THIS ____ day of _____, 2020

Mayor

ATTEST:

City Clerk

2019

THE CITY OF LAKE FOREST

ORDINANCE NO. 2020-_____

**AN ORDINANCE APPROVING A
FEE SCHEDULE FOR THE CITY OF LAKE FOREST**

WHEREAS, The City has established various fees and charges as part of its codes, ordinances, rules, regulations, and policies, which fees and charges are reviewed from time-to-time; and

WHEREAS, the City Council has reviewed such fees and charges, and hereby determines that it is necessary to adjust certain existing fees and charges, and/or to establish formally other fees and charges; and

WHEREAS, the City Council has determined that it is in the best interests of the City and its residents to adopt this Ordinance;

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF LAKE FOREST, COUNTY OF LAKE, STATE OF ILLINOIS, as follows:

SECTION ONE: Recitals. The foregoing recitals are incorporated as the findings of the City Council and are hereby incorporated into and made a part of this Ordinance.

SECTION TWO: Approval of Fee Schedule. The City Council hereby approves the fee schedule set forth in Exhibit A ("***Fee Schedule***"). To the extent any provision of any code, ordinance, regulation, rule, or policy of the City is

contrary to the Fee Schedule, such provision is hereby deemed amended so that the Fee Schedule shall control. Any fee or charge not otherwise listed on the Fee Schedule shall remain unchanged and in full force and effect.

SECTION THREE: **Effective Date of Fee Schedule.** The fees and charges set forth on the Fee Schedule shall take effect as of the date noted on the Fee Schedule.

SECTION FOUR: **Effective Date.** This Ordinance shall be in full force and effect upon its passage, approval, and publication in pamphlet form in the manner provided by law.

Passed this ____ day of _____, 2020

AYES:

NAYS:

ABSENT:

ABSTAIN:

Approved this __ day of _____, 2020

Mayor

ATTEST:

City Clerk

Exhibit A

Schedule of Fees and Charges

Exhibit A

Add prior approved fees

New Fee

Change to fee

New Fee				PROPOSED FY2022 (\$)			
Change to fee				FEE (n/c if blank)	% CHANGE	Amount \$\$ Projected Revenue	City Code Section
		Fund	FY2021 (\$)				
Public Works							
Water Fees:							
Water Utility Fees/Charges							
Turn Off Water Fee	Water	75					51.064
Turn Off Water Fee After Hours	Water	100					51.064
Turn On Water Fee	Water	75					51.064
Turn On Water Fee After Hours	Water	100					51.064
Water Main Taps		Water					
1 Inch	Water	500					51.030(b)
1-1/2 Inch	Water	1,000					51.030(b)
2 Inch	Water	1,300					51.030(b)
3,4,6 and 8 inch taps	Water	900					51.030(b)
Water Meter Fees		Water					
3/4 Inch	Water	470					51.045(e)
1 Inch	Water	540					51.045(e)
1-1/2 Inch	Water	910					51.045(e)
2 Inch	Water	1,165					51.045(e)
3 inch	Water	2,615					51.045(e)
4 inch	Water	3,950					51.045(e)
6 inch	Water	6,840					51.045(e)
Water Meter Contractor Bond		Water	1,500			0	51.015
Water Plant Investment Fee							
New Single Family Home - vacant lot	Water	2,900					52.15
Multi-Family Dwelling - new structure	Water	2,652					52.15
Residential pools, sprinkler systems	Water	459					52.15
Nonresidential buildings - new structures and additions	Water	1.02/sq ft of entire					52.15
	Water	interior area of the building					
Institutional buildings - new structure and additions	Water	.94/sq ft of entire					52.15
only if eligible for fed and state tax exempt status	Water	interior area of the building					
General Fees:							
Sticker for Leaf/Grass Bags		General	1.00 per sticker				50.016
Sanitation:							
Special Pickup	General	40 per 2 cubic yard					50.039 (c)
White Goods	General	65					50.015
White Goods W/CFC	General	90					50.015

Add prior approved fees

New Fee

Change to fee

	Fund	FY2021 (\$)	PROPOSED FY2022 (\$)			City Code Section
			FEE (n/c if blank)	% CHANGE	Amount \$\$ Projected Revenue	
Monthly refuse collection fee	General	12 Per Month				50.021
55 Gallon Recycle Cart/Fee for extra cart only	General	75				
35 Gallon Recycle Cart/Fee for extra cart only	General		55		110	
Earth Machine Back Yard Composter	General		55		1925	
Licenses:						
Scavengers - collects and disposes of multi-family and commercial waste		1,500 per company				50.055
Scavengers - collects and disposes of residential and commercial roll -offs		750 per company				50.055
Scavengers - collection and cleaning of portable toilets		200 per company				50.055
Engineering						
Sewer System Connection Fee:						
Single Family Dwelling		825				N/A
Two - family Dwelling		825 per unit				N/A
Multi-family Dwelling		165 per population equiv				N/A
		1,650 min				
Non-Residential Buildings		165 per population equiv				N/A
		1,650 min				
Institutional buildings with Fed and State tax exempt status		825 per connection				N/A
Site Grading:						
Site Grading - New construction		640				N/A
If no grading, request may be submitted for a waiver of the requirement of grading plan		240				N/A
Resubmittal		165				N/A
Revisions to approved grading plans		125				N/A
Erosion and sediment control measures		240				N/A
Site grading security (financial guarantee - refundable)		3,000 per acre of development				N/A
Floodplain Development Permit						
1 & 2 FAMILY		355				
ALL OTHERS		530				
Water Shed Development Fee: Revised Fee Schedule:						
General Fees						
Sediment and Erosion Control Only						
Single Family Residential Lot (See site grading ordinance)		see ordinance				151.05
Single Family Residential Lot (within regulatory floodplain)		1,040				151.05

Add prior approved fees

New Fee

Change to fee

	Fund	FY2021 (\$)	PROPOSED FY2022 (\$)			City Code Section
			FEE (n/c if blank)	% CHANGE	Amount \$\$ Projected Revenue	
Development (<10 acres)		2,400				151.05
Development (≥ 10 acres)		3,560				151.05
Minor Development						
Without detention		2,120				151.05
With detention or Fee - in - lieu		3,120				151.05
Major Development						
With detention or Fee-in-lieu		5,400				151.05
Within regulatory floodplain (< 10 acres)		3,280				151.05
Within regulatory floodplain (≥ 10 acres)		8,640				151.05
Wetland Fees						
Category I Wetland impacts less than or equal to 1 acre		880				N/A
Category II Wetland impacts greater than 1 acre and less than 2 acres		3,640				N/A
Category III Wetland impacts greater or equal to 2 acres or impacts a HQAR		4,400				N/A
Category IV Wetland impacts involving either restoration, creation		1,440				N/A
or enhancement		2,760				N/A
Resubmittal fee		347-2,880				N/A
Earth Change Approval		1,720				N/A
Securities - financial guarantee refundable		3,000 per acre of development				N/A
Variances		4,240				N/A
Appeals		1,920				N/A
Flood Plain Analysis and Report		35				N/A
Construction Engineering Standards Manual		35				N/A
Community Development						
Water Utility Fees/Charges:						
Water Service Inspection Fee	Water	50				N/A
Home Inspection Fee	Water	150				51.065
Home Inspection Fee - Re-Inspection	Water	50				51.065
Home Inspection Waiver	Water	25				51.065
General Fees:						
Zoning Analysis	General	100				159.052
Building & Development Fees:						
Service Contracts:						
Lake Bluff	General	Per Agreement				N/A
Bannockburn	General	5,000 min. & 50% over that				N/A

Add prior approved fees
New Fee
Change to fee

			PROPOSED FY2022 (\$)			
	Fund	FY2021 (\$)	FEE (n/c if blank)	% CHANGE	Amount \$\$ Projected Revenue	City Code Section
Plan Review :						
Remodeling up to \$12,000	General	55				150.145
\$12,001 to \$48,000 Remodeling	General	82				150.145
\$48,001 - \$120,000 Remodeling	General	138				150.145
Over \$120,000 Remodeling	General	230				150.145
Additional fee for plan reviews that require more than 2 hours	General	55 per additional hour				150.145
New Construction - SFD	General	400				150.145
New Construction - 2FD	General	230/unit				150.145
New Const. - Com. & Multi. Fam.		572+50/				150.145
3 or more units		1,000 Sq. Ft.				150.145
Plan Re-Submittal Fee	General	140 per re-submittal				150.145
Alterations to Approved Plans	General	140 + 55 per hour fee for reviews				150.145
		requiring more than 2 hours				
Building Scale Calculation Fees:						
Single Family residence - first review	General	400				N/A
With completed Building Scale worksheet/detailed plans	General	200				N/A
Two-family dwelling	General	189 per unit				N/A
With completed Building Scale worksheet/detailed plans	General	120				N/A
Additional reviews (for revised plans)	General	102				N/A
On-site inspection for an existing dwelling	General	102				N/A
Office meeting to discuss for building scale calculation	General	50				N/A
Building Scale Waiver Request	General	100				N/A
Building Review Board Fees:						
Signs/Awnings/Landscaping/						
Lighting/Fences	General	75				N/A
Two or more of above	General	125				N/A
Storefront Alterations	General	100				N/A
New Commercial building, school, hospital or multi-family building	General	700				N/A
per building						
Alterations or major additions to commercial buildings, schools,	General	323				N/A
hospitals or multi-family buildings - per building						
New multi-building projects - per building	General	850 + 175 for more than				N/A
		4 buildings (per building)				
Satellite Dish	General	100				N/A
Changes to approved building materials	General	60				N/A

Add prior approved fees

New Fee

Change to fee

	Fund	FY2021 (\$)	PROPOSED FY2022 (\$)			City Code Section
			FEE (n/c if blank)	% CHANGE	Amount \$\$ Projected Revenue	
Demolition with replacement structure	General	2,230				N/A
Demolition partial and replacement addition	General	1,310				N/A
Demolition w/o Replacement Structure	General	1,310				N/A
New Residence on Vacant Property (building scale fee also)	General	1,050				155.07
Additions & Alterations to Existing Residence (building scale fee also)	General	500				155.07
Replacement/new single family home/duplex structure	General	1,310				N/A
Variance from Building Scale Ordinance	General	367				N/A
Revisions to Approved Plans	General	225				N/A
Historic Preservation Commission Fees:						
Demolition (complete) and replacement structure	General	2,450				155.07
Demolition (partial) and replacement structure	General	1,529				155.07
Removal of less than 50%						155.07
Replacement Structure, prior demolition	General	1,310				N/A
Demolition w/o Replacement Structure	General	1,441				N/A
Changes to approved building materials	General	60				39.140
New Residence on Vacant Property (building scale fee also)	General	1,050				155.07
Additions & Alterations to Existing Residence (building scale fee also)	General	500				155.07
Revisions to Approved Plans	General	225				155.07
Variance from Building Scale Ordinance	General	367				155.07
Rescission of local landmark designation, amendment of						155.07
local landmark designation or historic map amendment	General	2,500				155.07
Signs/Awnings/Landscaping/						
Lighting/Fences	General	75				N/A
Two or more of above	General	125				N/A
Storefront Alterations	General	100				N/A
New Commercial building, school, hospital or multi-family building	General	700				N/A
per building						
Alterations or major additions to commercial buildings, schools,	General	323				N/A
hospitals or multi-family buildings - per building						
New multi-building projects - per building	General	850 + 175 for more than				N/A
		4 buildings (per building)				
Revisions to Approved Plans	General	225				39.140
Project Fees:						
Red Tag , per violation, per day	General	300				150.005
Stop Work Order	General	750				150.005
Street Obstruction - first 30 lineal fee of public right-of-way	General	100				150.005
Re-Inspection all permits (failed/no show)	General	175				150.005
Additional Inspections	General	50				150.005

Add prior approved fees
New Fee
Change to fee

	Fund	FY2021 (\$)	PROPOSED FY2022 (\$)			City Code Section
			FEE (n/c if blank)	% CHANGE	Amount \$\$ Projected Revenue	
Off Hour Inspections	General	50 administration fee plus per hour cost of inspector				150.005
Tree fencing inspection fee		135				N/A
Recording of Right-of-Way agreement for sprinkler system	General	70 (up to 4 pages, 5 each addl page)				150.145
Construction Trailer Permit (Commercial Construction Sites only)	General	100 per month				150.145
Tree removal without permit	General	750 per inch				999.999
Vegetation removal in protected area	General	750 per violation				999.999
Recording of Plat of Subdivision	General	75 plus Lake County Fee				
Const. Codes Comm. Fees:						
Variances from Construction Code	General	250				150.110
Administrative Appeals	General	150				150.110
Material/Product Evaluation	General	350				150.110
Demolition Tax	Cap Imp/ Afford Housing	12,000				150.110
Zoning Board of Appeals:						
Variations from Zoning Code	General	287				159.02
Administrative Appeals	General	150				159.02
Special Use Permit - Existing Developments	General	755				159.02
Legal Ad Publication (as required)	General	65	85	30.77%	600	159.02
Plan Commission:						
Minor Subdivisions-Tentative Approval 2,3 or 4 lots payable at time of application	General	2,184				156.026(a)(3)
Minor Subdivisions-Final Approval	General	250+35/lot plus engineering and recording fees				156.026(a)(3)
Major Subdivisions-Tentative Approval 5 or more lots	General	3,822+35 for each lot over 5				156.026(a)(3)
Major Subdivisions-Final approval paid prior to recording of plat	General	400+35/ plus 5/lot				156.026(a)(3)
	General	over 10; + engineering and recording fees				156.026(a)(3)
Planned Preservation Subd Special Use Permit plus minor/major subdivision fee	General	2,500				156.026(a)(3)
Zoning Change	General	3,328				156.026(a)(3)
Filing fee for all other developments	General	788				156.026(a)(3)
Code Amendment	General	3,328				156.026(a)(3)
Extension of Tentative Subdivision Plat Approval	General	150				156.026(a)(3)

Add prior approved fees

New Fee

Change to fee

	Fund	FY2021 (\$)	PROPOSED FY2022 (\$)			City Code Section
			FEE (n/c if blank)	% CHANGE	Amount \$\$ Projected Revenue	
Administrative Property Line shift	General	250				156.026(a)(3)
Special Use Permit	General	1,035				156.026(a)(3)
Special Use Permit - Restaurant within 150' of Residential	General	600				156.026(a)(3)
Permits:						
Building Permits repair and maintenance under \$6,000	General	40				150.145
Building Permits - \$100,000 or less	General	1.5% of total construction 50 min				150.145
Building Permits - over \$100,000						
\$100,001 - \$200,000	General	2% of total construction				150.145
\$200,001 - \$500,000	General	4,000 + 1% of total cc in excess of 200,000				150.145
\$500,001 and above	General	7,000 + .5% of total cc in excess of 500,000				150.145
Solar installation/Geo Thermal/Wind	General	.05% of construction cost			NA	150.145
Underground storage tank removal	General					
single family and duplex		150 per tank				150.145
All other properties	General	250 per tank				150.145
Hot work	General	100				150.145
Permit Extensions	General	150 administration fee plus 20% of the original				150.145
		permit fee - 6 month extension				150.145
Sign	General	1.5% construction cost 50 min				150.145
Administration Demolition Approval - Life Safety/Nuisance	General	500				150.145
Driveway Permits:						
Driveway Resurfacing Permit (not required for sealcoating)	General	50				150.145
Driveway Bond	General	250				150.485
Satellite Permit	General	100				150.145
Satellite dish	General	1.5% of cost, 50 min				150.145
Plumbing /Electric/HVAC:						
Irrigation Systems	General	2.00 per head 60 min				150.145
Plumbing - base charge	General	60+5.50/fix.				150.145
Sanitary Sewer	General	50 min + 1.00/ft over 50 ft				150.145
Storm Sewer	General	50 min + 1.00/ft over 50 ft				150.145
Street Opening		50				98.056
Electrical	General	100, plus 1 per unit beyond 100 total units				150.145
Electrical Service	General	75				150.145

Add prior approved fees

New Fee

Change to fee

	Fund	FY2021 (\$)	PROPOSED FY2022 (\$)			City Code Section
			FEE (n/c if blank)	% CHANGE	Amount \$\$ Projected Revenue	
Electric - motors	General	75 + .50 per horsepower				150.145
HVAC						
Residential - New or replacement						
1 or 2 units	General	52				150.145
Each additional unit	General	45				150.145
Duct work	General	52				150.145
Commercial New	General	52 per 1,500 sq ft of floor area				150.145
Commercial - replacement of existing units	General	same as residential				150.145
Purchase of Parking						
Space per Zoning Code	General	to be set by City Council at the time of approval based on market costs				150.145
						150.145
Elevators:						
Elevator Inspection Fee	General	Variable				150.145
Elevator Permits - New elevators	General	65				150.145
Vending Licenses:						
Health -Restaurant (20 or Less)	General	250				113.03(d)(1)
Health - Restaurant (21-99)	General	350				113.03(d)(2)
Health - Restaurant (100 + Seats)	General	600				113.03(d)(3)
Health - Itinerant Restaurant	General	250				113.03(d)(4)
Health - Food Store	General	100				113.21(d)
Health - Limited Food Store (selling candy)	General	50				113.21(d)
Food Vendor (delivery)	General	150/Veh.				113.21(d)
Milk Vendor (delivery)	General	100/Veh.				113.21(d)
Health - Milk Store	General	100				113.21(d)
Ice Vending Machine per machine	General	110				95.061
Food Vending Machine per machine	General	55				113.21(d)
Candy Vending Machine per machine	General	55				113.21(d)
Pop/Soft drink Vending Machine per machine	General	55				113.21(d)
Milk Vending Machine per machine	General	55				113.21(d)
Tobacco vending machine per machine	General	50				135.136
Tobacco vending machine per machine	General	55				110.104
Amusement Machine per machine	General	110				110.104
HVAC Contractor	General	60				150.145
Electrical Contractor	General	60				150.145
Juke Box	General	25				110.083
Pool Table	General	25				112.095(b)(1)
DVD Vending Machine License	General	110				110.005

Add prior approved fees
New Fee
Change to fee

			PROPOSED FY2022 (\$)			
	Fund	FY2021 (\$)	FEE (n/c if blank)	% CHANGE	Amount \$\$ Projected Revenue	City Code Section
Tree and Vegetation Removal:						
Application Review Fee	General	40				99
Removal of Heritage Tree	General	40 per tree				99
Removal of tree 10" DBH or larger within the streetscape preservation area, the front yard or the corner side yard	General	40 per tree				99
Removal of trees or vegetation from a Conservation Easement	General	35 per 1 1/2 acre site				99
Removal of trees from a Tree Preservation or No Disturbance area	General	40 per tree				99
Removal of trees or shrubs from any ravine or bluff	General	40 per 1 1/2 acre site				99
Removal of trees or shrubs from a public right of way or other public property	General	40 per 1 1/2 acre site				99
Ash tree removals, dead or hazardous trees	General	No Fee				99
Bonds:						
Permit Renewal - for projects with estimated construction costs of \$200,000 or less refundable upon completion of project within one year	General	19% of permit fee	20% of permit fee		0	150.145
Permit Renewal - for projects with estimated construction costs of more than \$200,000 refundable upon completion of project within 18 months	General	21% of permit fee	22% of permit fee		0	150.145
Street Opening Bond	General	500				98.058
Public Sanitary/Storm Sewer or Water Main Bond	General	500				
New Curb Cut and Temporary Curb Crossing	General	500				
Fire Protection Fees:						
Life Safety Plan Review Fee - New Constr/Addition	General	500 min or .05 sf includes all floors				150.145
Life Safety Plan Review Fee - Remodel/Alteration	General	60 min or .05 sf includes all areas				150.145
Fire Suppression Systems (Plan review and 2 inspections)						
Single Family/Duplex Residential						
New	General	120 or .05 per sf whichever is greater				150.145
Addition/Alteration	General	60 or .05 per sf for scope of work area whichever is greater				150.145
						150.145
Commercial/Multi Family						
New	General	500 or .05 per s.f. whichever is greater				150.145
Addition/Alteration	General	250 or .05 s.f. for scope of work area whichever is greater				150.145
Specialized Suppression (FM 200, clean agent)	General	150 per system (in addition to above fees for the overall system)				150.145
Stand pipe riser	General	100				150.145
Hood and Duct Extinguishing System - New	General	300 per system				150.145

Add prior approved fees
New Fee
Change to fee

			PROPOSED FY2022 (\$)			
	Fund	FY2021 (\$)	FEE (n/c if blank)	% CHANGE	Amount \$\$ Projected Revenue	City Code Section
Hood and Duct Extinguishing System - Alteration	General	100 per system				150.145
Fire Alarms						
Single Family/Duplex Residential	General	75 or .05 per s.f. whichever is greater				150.145
Commercial/Multi Family - New	General	500 or .05 per s.f. whichever is greater				
Commercial/Multi Family - Addition/Alteration	General	75 or .05 per s.f. whichever is greater				150.145
Inspections/Tests						
Annual & New Underground Flush test	Water	75 + cost per gallon of water at current rate as approved by the City Council based on pipe size				150.145
Annual & New Fire Pump Test	Water	175 + cost per gallon of water at current rate as approved by the City Council based on pump size				150.145
						150.145
Small Wireless Facilities:						
Application for Collocation - Installation of facility	General	650				
Application for Collocation - Installation of multiple facilities	General	350 per facility				
Application for installation of new utility pole or support structure	General	1,000				
Annual recurring rate for collocations on a City utility pole located in the right-of-way. (* Or the City's actual, direct, and reasonable costs related to the wireless provider's use of space on the City utility pole)	General	200				
Other:						
Alternative Letter of Credit Review	General	100 per review				150.145
Conditional Certificate of Occupancy - Landscape only due to season ² (single family and duplex)	General	300 per unit				150.145
Conditional Certificate of Occupancy (single family and duplex)	General	550				150.145
Conditional Certificate of Occupancy (multi-family and commercial)	General	25 per square foot, whichever is greater, to a maximum of 2,000				150.145
Estate Sale - Non-Resident operator	General		\$50		2500	

Add prior approved fees
New Fee
Change to fee

			PROPOSED FY2022 (\$)			
	Fund	FY2021 (\$)	FEE (n/c if blank)	% CHANGE	Amount \$\$ Projected Revenue	City Code Section
Finance						
Water Utility Fees/Charges:						
Water Sales/1,000 Gallons						
Effective with Water Bills mailed on or after May 1, 2021						
Lake Forest Residential - to 10,000 Gallons per Quarter	Water	4.50				51.061(a)
Lake Forest Residential - 10,001 to 60,000 Gallons per Quarter	Water	6.10	6.20	1.64%	\$181,999 combined	51.061(a)
Lake Forest Residential - over 60,000 Gallons per Quarter	Water	6.55	6.80	3.82%		51.061(a)
Lake Forest All Other Users	Water	6.30	6.45	2.38%		51.061(a)
Del Mar Woods	Water	8.65	8.90	2.89%		51.061(a)
Other Non resident users	Water	8.65	8.90	2.89%		51.061(a)
Sewer Charge/1,000 Gallons (winter usage)	Water	1.16				51.061(a)
Customer Charge - Water (Inside)						
5/8" to 1.5" meter	Water	50/quarter				51.061(b)
2" to 4" meter	Water	195/quarter				51.061(b)
6" and above meter	Water	875/quarter				51.061(b)
Benefit Access Program Discount - must renew annually	Water					N\A
Customer Charge - Water (Outside)						
5/8" to 1.5" meter	Water	70/quarter				51.062(b)
2" to 4" meter	Water	225/quarter				51.062(b)
6" and above meter	Water	950/quarter				51.062(b)
Customer Charge - Sewer						
5/8" to 1.5" meter	Water	5/quarter				52.15€(1)
2" to 4" meter	Water	20/quarter				52.15€(1)
6" and above meter	Water	100/quarter				52.15€(1)
Beach Parking Fee:						
Beach Parking						
Temporary (Resident)	General	85				73.45
Temporary (Non-Resident)	General	910				73.45
Parking Permits:						
Resident-Full Year	Parking	313				73.27(c)(7)
Resident-Monthly	Parking	30/Month				73.27(c)(7)
Resident - Unlimited	Parking	1,000				73.27(c)(7)
Employer Purchased-Full Yr.	Parking	180				73.27(c)(7)
Employer Purchased-Monthly	Parking	20/Month				73.27(c)(7)
Non-Resident-Full Year	Parking	700				73.27(c)(7)
Non-Resident - Monthly	Parking	60/Monthly				73.27(c)(7)

Add prior approved fees
New Fee
Change to fee

			PROPOSED FY2022 (\$)			
	Fund	FY2021 (\$)	FEE (n/c if blank)	% CHANGE	Amount \$\$ Projected Revenue	City Code Section
Daily Parking Fee-Telegraph	Parking	3				73.27(c)(7)
Daily Parking Fee-All Other	Parking	3				73.27(c)(7)
Licenses:						
Car and Lt Truck	General	85				74.179(b)
Heavy Truck (8,000+ lbs.)	General	110				74.179(b)
Motorcycles	General	45				74.179(b)
Senior Citizen 65 and over	General	no discount				N/A
Transfers	General	5				74.184 & 185
Penalties	General	50%				74.179(b)
Dog License	General	10				91.032
Cat License	General	10				91.032
Auto Dealer License	General	50+20/Veh				74.183
Disabled vehicle sticker (Benefit Access Program)	General	45				N/A
Real Estate Transfer Tax	Cap Imp	4.00 per 1,000				39.155(b)
Non-sufficient funds Fee	General	25				10.99
Credit Card Service Fees:						
Daily Parking	General	.25 per transaction				73.27(c)(7)
Development Related Fees	General	2.95% (Minimum 1.95)				N/A
Cemetery Related Fees	Cemetery	2.95% (Minimum 1.95)				N/A
Public Safety Pension Fee:						
Residential Utility Accounts	General	20 per Quarter				N/A
All Other Utility Accounts (exclude irrigation only services)	General	70 per Quarter				N/A
Parks and Recreation						
Golf Course Fees/Charges:						
Seasonal Fees-Resident: effective January 1, 2021						
Class A -Adult Single	DPG	1,480	1,485	0.34%	205	97.051
Class B -Adult Combo	DPG	2,500	2,550	2.00%	0	97.051
Class D -Junior	DPG	675	700	3.70%	300	97.051
Class F - Senior Citizen	DPG	880	885	0.57%	500	97.051

Add prior approved fees
New Fee
Change to fee

	Fund	FY2021 (\$)	FEE (n/c if blank)	PROPOSED FY2022 (\$) % CHANGE	Amount \$\$ Projected Revenue	City Code Section
Seasonal Fees (Non-Resident) effective January 1, 2021						
Class A -Adult Single	DPG	1,850	1,900	2.70%	600	97.051
Class B -Adult Combo	DPG	2,500	2,550	2.00%	0	97.051
Class D -Junior	DPG	675	700	3.70%	50	97.051
Class F - Senior Citizen	DPG	1,100	1,150	4.55%	500	97.051
Daily Fees-Resident: effective January 1, 2021						
Weekday-9	DPG	36	37	2.78%	1000	97.051
Weekday-18	DPG	49	50	2.04%	1250	97.051
Weekend 9	DPG	41	42	2.44%	1000	97.051
Weekend -18	DPG	62	63	1.61%	6000	97.051
Electric Golf Carts: effective January 1, 2021						
9 Holes Single Rider	DPG	14	15	7.14%	9000	97.052
18 Holes Single Rider	DPG	20				97.052
Range Balls						
Small Bucket	DPG	6	7	16.67%	2562	97.051
Medium Bucket	DPG	8	10	25.00%	2000	97.051
Large Bucket	DPG	16	17	6.25%	1986	97.051
Pull cart						
9 holes	DPG	6				97.051
18 hoes	DPG	8				97.051
USGA Handicap Fees - Members	DPG	40				97.051
Permanent Tee Time - Weekend	DPG	300				97.051
Lockers						
18 inch	DPG	140	145	3.57%	100	97.051
12 inch	DPG	125				97.051
Park Fees						
Park Picnic Permits						
0 - 149 People	Parks/Rec	100				N/A
150 or more People	Parks/Rec	150				N/A
Picnic Tables	Parks/Rec	25 per table				
Grills	Parks/Rec	85 per grill				

Add prior approved fees

New Fee

Change to fee

	Fund	FY2021 (\$)	PROPOSED FY2022 (\$)			City Code Section
			FEE (n/c if blank)	% CHANGE	Amount \$\$ Projected Revenue	
Cemetery Fees:						
Issuance of Deeds	Cemetery	.50 per deed				93.45
Boating and Beach Fees - effective February 1, 2021						
Watercraft Ramp/Sailboat Permits-Recreation						
Watercraft Ramp (R)	Parks/Rec	517				97.066
Watercraft Ramp 2nd boat/ half season	Parks/Rec	259				97.066
Watercraft Ramp (R) (Sen.)	Parks/Rec	413				97.066
Watercraft Ramp (R) (Sen) 2nd boat/ half season	Parks/Rec	208				97.066
Watercraft Ramp (NR)	Parks/Rec	1,034				97.066
Year round compound storage Resident	Parks/Rec	2,291				97.066
Year round compound storage Resident senior	Parks/Rec	1,832				97.066
Year round compound storage non-resident	Parks/Rec	3,437				97.066
Seasonal compound storage Resident	Parks/Rec	1,551				97.066
Seasonal compound storage Resident Senior	Parks/Rec	1,241				97.066
Seasonal compound storage Non-resident	Parks/Rec	2,324				97.066
Year round watercraft rack storage resident	Parks/Rec	626				97.066
Year round watercraft rack storage resident senior	Parks/Rec	502				97.066
Year round watercraft rack storage non-resident	Parks/Rec	626				97.066
Seasonal watercraft rack storage resident	Parks/Rec	366				97.066
Seasonal watercraft rack storage resident senior	Parks/Rec	292				97.066
Seasonal watercraft rack storage non-resident	Parks/Rec	366				97.066
Year round watercraft sand storage resident	Parks/Rec	775				97.066
Year round watercraft sand storage resident senior	Parks/Rec	620				97.066
Year round watercraft sand storage non-resident	Parks/Rec	1,162				97.066
Seasonal watercraft sand storage resident	Parks/Rec	475				97.066
Seasonal watercraft sand storage resident senior	Parks/Rec	380				97.066
Seasonal watercraft sand storage non-resident	Parks/Rec	713				97.066
South Beach Parking Permit (R)	Parks/Rec	151				97.066
South Beach Parking Permit (R) (Sen.)	Parks/Rec	119				97.066
South Beach Parking Permit (NR)	Parks/Rec	910				97.066
South Beach Parking Permit Employee/Retiree	Parks/Rec	100				97.066
Extra vehicle decal resident - center isle	Parks/Rec	138	0	Delete No Longer Used		97.066
Extra vehicle decal senior - center isle	Parks/Rec	110	0	Delete No Longer Used		97.066
Extra vehicle decal nonresident - center isle	Parks/Rec	208	0	Delete No Longer Used		97.066
Daily Boat Launch resident	Parks/Rec	40	65	62.50%	1500	97.066
Daily Boat Launch nonresident	Parks/Rec	65	80	23.08%	0	97.066
Resident Guest Daily Parking Pass, limit 5 per season	Parks/Rec	10	15	50.00%	1400	97.066
Nanny Parking Pass	Parks/Rec	85				97.066
Senior Caregiver Parking Pass	Parks/Rec	85				97.066

Add prior approved fees

New Fee

Change to fee

	Fund	FY2021 (\$)	PROPOSED FY2022 (\$)			City Code Section
			FEE (n/c if blank)	% CHANGE	Amount \$\$ Projected Revenue	
Non resident beach fee, weekends and holidays	Parks/Rec	25				97.069
Fitness Center Fees - effective May 1, 2021						
Individual resident rate	Parks/Rec	444	456	2.70%	1,512	N/A
Individual resident rate - 1 months	Parks/Rec	45	46	2.22%	11	N/A
Individual non-resident rate	Parks/Rec	552	564	2.17%	48	N/A
Individual non-resident rate - 1 months	Parks/Rec	55	57	3.64%	0	N/A
Couple resident rate	Parks/Rec	780	792	1.54%	684	N/A
Couple resident rate - 1 month	Parks/Rec	78	79	1.28%	4	N/A
Couple non-resident rate	Parks/Rec	936	948	1.28%	0	N/A
Couple non-resident rate - 1 months	Parks/Rec	93	95	2.15%	0	N/A
Family resident rate	Parks/Rec	1,020	1,044	2.35%	504	N/A
Family resident rate - 1 months	Parks/Rec	102	104	1.96%	4	N/A
Family non-resident rate	Parks/Rec	1,224	1,248	1.96%	0	N/A
Family non-resident rate - 1 months	Parks/Rec	123	125	1.63%	0	N/A
Senior resident rate	Parks/Rec	336	348	3.57%	672	N/A
Senior resident rate - 1 months	Parks/Rec	34	35	2.94%	5	N/A
Senior non-resident rate	Parks/Rec	408	420	2.94%	12	N/A
Senior non-resident rate - 1 months	Parks/Rec	41	42	2.44%	0	N/A
Senior couple resident rate	Parks/Rec	564	576	2.13%	288	N/A
Senior couple resident rate - 1 months	Parks/Rec	57	58	1.75%	1	N/A
Senior couple non-resident rate	Parks/Rec	684	696	1.75%	0	N/A
Senior couple non-resident rate - 1 months	Parks/Rec	68	70	2.94%	70	N/A
Student resident rate	Parks/Rec	336	348	3.57%	132	N/A
Student resident rate - 1 month	Parks/Rec	34	35	2.94%	16	N/A
Student non-resident rate	Parks/Rec	408	420	2.94%	0	N/A
Student non-resident rate - 1 month	Parks/Rec	41	42	2.44%	0	N/A
Matinee resident rate	Parks/Rec	240	252	5.00%	720	N/A
Matinee resident rate - 1 month	Parks/Rec	24	26	8.33%	8	N/A
Matinee non-resident rate	Parks/Rec	288	300	4.17%	48	N/A
Matinee non-resident rate - 1 month	Parks/Rec	28	30	7.14%	30	N/A
All-inclusive - member - effective December 6, 2012	Parks/Rec	337	348	3.26%	484	N/A
All-inclusive - non-member - effective December 6, 2012	Parks/Rec	749	768	2.54%	0	N/A
OCM						
General Fees & Charges:						
Birth certificates (January 1, 2010)	General	10 first/4 additional				5.36
Death certificates (January 1, 2013)	General	14 first/6 additional				5.36

Add prior approved fees

New Fee

Change to fee

	Fund	FY2021 (\$)	PROPOSED FY2022 (\$)			City Code Section
			FEE (n/c if blank)	% CHANGE	Amount \$\$ Projected Revenue	
On-line data entry fee by city staff (January 1, 2010)	General	10				N/A
Solicitor/Peddler Permit Original Application	General	55				117.01(b)
Solicitor/Peddler Permit Renewal	General	40				117.40
Electric Car	General	1 per Hour				N/A
Special Event Fees:						
Application Fee	General	50				10.13
Application Fee - Late Fee	General	50% of fee per 30 days				10.13
Escrow Deposit - Special Events	General	500				10.13
Police Officer hourly rate	General	88	90	2.27%	120	10.13
Firefighter/Paramedic hourly rate	General	85	89	4.71%	100	10.13
Police and Fire Vehicle	General	110				10.13
Public Works hourly rate	General	69	70	1.45%	60	10.13
Parks hourly rate	Parks/Rec.	69	70	1.45%	60	10.13
A-Frame Barricades	General	5				98.011
Barricades 1 - 10	General	40				98.011
Parking Cones	General	1				98.011
Bleacher keep in park	General	50				10.13
Bleacher move to another location	General	195				10.13
Litter Barrels 4—6	General	14				10.13
Picnic Tables 1 - 6	General	32				10.13
Grills	General	195				10.13
Filming Class A - Application	General	150				
Filming Class B - Application	General	100				
Filming Class C - Application	General	50				
Filming Class A - Permit	General	475				
Filming Class B - Permit	General	375				
Filming Class C - Permit	General	125				
Filming Class A - Deposit (Refundable)	General	1000				
Filming Class B - Deposit (Refundable)	General	500				
Licenses:						
Raffle License	General	40				110.150
Tobacco License	General	500				135.138(f)
Landscape License (March 1 to Feb 28)	General	100				110.217
Penalties - Landscape License Applications after June 1	General	25				110.217
Auctioneers License	General	5 Daily & 1.00 per employee				110.026
Factories and Slaughterhouses	General	500				110.047
Mobile Auto Service	General	50 per unit				110.200
Athletic Contests	General	50 per day				112.0029B)

Add prior approved fees

New Fee

Change to fee

	Fund	FY2021 (\$)	PROPOSED FY2022 (\$)			City Code Section
			FEE (n/c if blank)	% CHANGE	Amount \$\$ Projected Revenue	
Bowling Alley	General	10 per lane per year				112.025
Circuses	General	100 per day circus conducted				112.041
Circuses - Side Show	General	50 per day circus conducted				112.042
Motion Pictures - Establishment capacity 500 or more persons	General	.50 per seat				112.075
Public Dances	General	500				112.112
Theatrical Performances - less than 500 persons	General	100				112.126
Theatrical Performances - more than 500 persons	General	150				112.126
Theatrical Performance not covered by 112.126	General	25 per day				112.127
Junk Yard or Junk Shop	General	75				114.22
Junk Dealer collected by vehicle	General	20 per vehicle				114.23
Pawnbroker	General	100				116.03
Expressmen and Draymen	General	25				118.156
Alcoholic and Beverages:						
Class A-1	General	2,700				111.036
Class A-2	General	1,500				111.036
Class A-3	General	275				111.036
Class A-4	General	500				111.036
Class B-1	General	2,500				111.036
Class C-1	General	2,600				111.036
Class C-2	General	3,000				111.036
Class C-3	General	800				111.036
Class C-4	General	1,500				111.036
Class D-1	General	2,500				111.036
Class E-1	General	3,000				111.036
Class F-1	General	100				111.036
Class F-2	General	100 for each 24 hour period or any part thereof: 50 not for profit with proof of 501 (c)3 status				111.036
Class F-3	General	75 for each 24 hour period or any part thereof: 50 not for profit with proof of 501 (c)3 status				111.036
Class F-4	General	500 per vendor for the duration of the sporting event				111.036
Class F-5	General	1,100				111.036
Class F-6	General	600				111.036
Class G-1	General	200				111.036
Class G-2	General	600				111.036
Class H-1	General	600				111.036
Class H-2	General	1,100				111.036

Add prior approved fees
New Fee
Change to fee

	Fund	FY2021 (\$)	PROPOSED FY2022 (\$)			City Code Section
			FEE (n/c if blank)	% CHANGE	Amount \$\$ Projected Revenue	
Class I-1	General	None				111.036
Class I-2	General	1,500				111.036
Class I-3	General	100				111.036
Class J	General	500				111.036
Class K	General	40/each 7 day license period				111.036
Annual Renewal	General	150 renewal existing or change in owners or officers				111.036
Application Fee	General	300 new license				111.043
Application for Change in Owners or Officers	General	100				111.043
Liquor License Penalty Fee	General	25				111.036
Impact Fees:						
Library	Library	see ordinance				150.023
Fire and Emergency Services	General	see ordinance				150.023
Park Site	PPL	see ordinance				150.023
Park Development	PPL	see ordinance				150.023
Police	General	see ordinance				150.023
Public Works	General	see ordinance				150.023
School District 67 (information only)	pay School	see ordinance				150.023
High School District 115 (information only)	pay School	see ordinance				150.023
Police						
Fines & Penalties:						
Overtime Parking - Lot	General	25/75/125				73.99
Improper Parking - Lot	General	25/75/125				73.99
Parking in Prohibited Area- Lot	General	25/75/125				73.99
Overtime Parking - Other	General	25/75/125				73.99
Improper Parking - Other	General	25/75/125				73.99
Parking in Prohibited Area- Other	General	25/75/125				73.99
Parking at Boat Ramp	General	125/250/350				73.46
No Vehicle License	General	75/100/125				74.179
No parking east of Sheridan Road	General	125/250/350				73.99
No Animal License	General	15/25/50				91.032
Dog-At-Large	General	40/55/70				91.050
Code Violations	General	variable				Variable
Motor Code Violations	General	variable				Variable
Dog Barking	General	15/25/50				91.004

Add prior approved fees
New Fee
Change to fee

			PROPOSED FY2022 (\$)			
	Fund	FY2021 (\$)	FEE (n/c if blank)	% CHANGE	Amount \$\$ Projected Revenue	City Code Section
Dog Impound	General	15				91.014
Leaf Burning	General	100				94.2
Handicapped Parking	General	250				73.21
Dog Public Nuisance	General	100/500/750				91.053
Burglar Alarm Fees	General	0/50/100/250				110.125
Vehicle Immobilization fee	General	100				73.50
E-911 Surcharge	E911 Fund	0.65				39.181
Copies of Accident Reports	General	5				71.032
FOIA copy fees >50 pages	General	.15 per page				33.3
Transient Merchant License	General	100.00				117.20(f)
Fire						
General Fees & Charges:						
Ambulance-Resident ALS transport	General	812.10	1,000.00	23.14%	55,980.00	94.51
Ambulance-Resident ALS2 transport	General	919.98	1,100.00	19.57%	1,143.00	94.52
Ambulance-Resident BLS transport	General	704.07	900.00	27.83%	49,718.00	94.53
Ambulance-Non Resident ALS transport	General	987.48	1,400.00	41.78%	29,547.00	94.54
Ambulance- Non Resident ALS2 transport	General	1,088.92	1,500.00	37.75%	320.00	94.55
Ambulance-Non Resident BLS transport	General	854.08	1,300.00	52.21%	24,466.00	94.56
Ambulance - Mileage	General	7.27 per mile	11.00 per mile	51.31%	9	94.58
Fireworks Permit	General	200				94.5
Open Burn Permit	General	75				94.5
Bonfire Permit	General	100				94.5
Special Event Inspection	General	100				94.5
Tent Permit	General	100 or .05 per sq ft				94.5
Fire Watch	General	Overtime hourly Rate				94.5
Annual Fire Pump Test	General/Water	10 Admin Fee + Water Usage				94.5
Annual Inspections - 4th re-inspection	General	100				94.5
Annual Inspections - 5th re-inspection	General	200				94.5
Annual Inspections - 6th re-inspection	General	400				94.5
Inflatable amusement inspection	General	100				94.5
Carnival rides	General	200				94.5
Fire Alarm Fees	General	0/50/100/250				110.125
Hazardous Substance Incident						
Level I Hazardous Substance Incident	General	250 per day during hazard substance incident occurs or removal activities				41.01

Add prior approved fees

New Fee

Change to fee

	Fund	FY2021 (\$)	PROPOSED FY2022 (\$)			City Code Section
			FEE (n/c if blank)	% CHANGE	Amount \$\$ Projected Revenue	
Level II Hazardous Substance incident	General	500 per day during hazard substance incident occurs or removal activities				41.01
Level III Hazardous Substance incident	General	1,000 per day during hazard substance incident occurs or removal activities				41.01
Miscellaneous Materials Cost - Level I incident	General	50				41.01
Miscellaneous Materials Cost - Level II incident	General	100				41.01
Miscellaneous Materials Cost - Level III incident	General	500				41.01
Reimbursable Costs	General	100% of cost incurred				41.01
Senior Resources						
Membership Dues:						
Residents of Lake Forest, Lake Bluff and unincorporated						
Lake Forest and Lake Bluff	Senior Resources	35 per person				97.087
		55 per family				97.087
Outside of Lake Forest and Lake Bluff	Senior Resources	45 per person				97.087
		75 per family				97.087
Circuit Breaker participants Lake Forest and Lake Bluff	Senior Resources	10 per person				97.087
residents only		15 per family				97.087
Car and Bus rides	Senior Resources	3/fee each direction				97.087
		6 round trip				97.087
Taxi subsidy- Lake Forest and Lake Bluff residents	Senior Resources	16 coupons/month				97.087
living within the Lake Forest High School District		for a value of 3/each				

THE CITY OF LAKE FOREST

ORDINANCE NO. 2020 - _____

**AN ORDINANCE ADOPTING A NEW FEE
FOR SALES IN RESIDENTIAL ZONING DISTRICTS CONDUCTED BY FOR
PROFIT ENTITIES**

WHEREAS, The City of Lake Forest is a home rule, special charter municipal corporation; and

WHEREAS, the City Council, on an annual basis reviews fees and charges related to the issuance of permits for various activities and having done so, hereby determines that it is necessary to establish new fees and charges to cover the cost of services provided; and

WHEREAS, the City Council has determined that it is in the best interest of the City and its residents to adopt this Ordinance;

**NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY
COUNCIL OF THE CITY OF LAKE FOREST, COUNTY OF LAKE, STATE OF
ILLINOIS AS FOLLOWS:**

SECTION ONE. **Recitals.** The foregoing recitals are incorporated as the findings of the City Council and are hereby incorporated into and made a part of this Ordinance.

SECTION TWO. **Approval of a New Fee Related to Sales in Residential Zoning Districts.** The City Council hereby approves the fee as set forth in Exhibit A, New Fees Related to the Issuance of Permits, and directs that said fee shall be incorporated into the Supplemental Fee Schedule for the City of Lake Forest and reviewed and adjusted on an annual basis as part of the Supplemental Fee Schedule as determined to be necessary by the City Council.

SECTION THREE: Effective Date of the New Fees Related to Development

Activity. The fees and charges set forth in Exhibit A shall take effect as of May 1, 2021, consistent with the date of the Supplemental Fee Schedule for FY 2022 as adopted by the City Council.

SECTION FOUR: Effective Date. This ordinance shall be in full force and effect upon its passage, approval, and publication in pamphlet form in the manner provided by law.

Passed this _____ day of _____, 2020

AYES:

NAYS:

ABSENT:

ABSTAIN:

Approved this _____ day of _____, 2020

Mayor

ATTEST:

City Clerk

**FOR INCORPORATION INTO THE SUPPLEMENTAL FEE SCHEDULE FOR
THE CITY OF LAKE FOREST**

EXHIBIT A

**New Fee Related to Sales in Residential Zoning Districts Conducted by For Profit
Businesses**

❖ Permit - \$50.00 (2-day sale)

THE CITY OF LAKE FOREST

ORDINANCE NO. 2020 - _____

**AN ORDINANCE ADOPTING NEW FEES
RELATED TO DEVELOPMENT ACTIVITY**

WHEREAS, The City of Lake Forest is a home rule, special charter municipal corporation; and

WHEREAS, the City Council, on an annual basis reviews fees and charges related to development activity and having done so, hereby determines that it is appropriate to establish a new fee specifically to encourage some types of sustainable installations; and

WHEREAS, the City Council has determined that it is in the best interest of the City and its residents to adopt this Ordinance;

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF LAKE FOREST, COUNTY OF LAKE, STATE OF ILLINOIS AS FOLLOWS:

SECTION ONE. **Recitals.** The foregoing recitals are incorporated as the findings of the City Council and are hereby incorporated into and made a part of this Ordinance.

SECTION TWO. **Approval of New Fees Related to Development Activity.**
The City Council hereby approves the fees as set forth in Exhibit A, New Fees Related to Development Activity, and directs that said fees shall be incorporated into the Supplemental Fee Schedule for the City of Lake Forest and reviewed and adjusted on an annual basis as part of the Supplemental Fee Schedule as determined to be necessary by the City Council.

SECTION THREE: Effective Date of the New Fees Related to Development

Activity. The fees and charges set forth in Exhibit A shall take effect as of May 1, 2021, consistent with the date of the Supplemental Fee Schedule for FY 2022 as adopted by the City Council.

SECTION FOUR: Effective Date. This ordinance shall be in full force and effect upon its passage, approval, and publication in pamphlet form in the manner provided by law.

Passed this _____ day of _____, 2020

AYES:

NAYS:

ABSENT:

ABSTAIN:

Approved this _____ day of _____, 2020

Mayor

ATTEST:

City Clerk

**FOR INCORPORATION INTO THE SUPPLEMENTAL FEE SCHEDULE FOR
THE CITY OF LAKE FOREST**

EXHIBIT A

New Fees Related to Development Activity

- ❖ Permits for Solar, Geo Thermal and Wind Powered Installations - .05 % of total cost of construction

THE CITY OF LAKE FOREST

ORDINANCE NO. 2020 - _____

**AN ORDINANCE ADOPTING NEW FEES RELATED TO PUBLIC WORKS
FOR INCORPORATION INTO THE SUPPLEMENTAL FEE SCHEDULE FOR
THE CITY OF LAKE FOREST**

WHEREAS, The City of Lake Forest is a home rule, special charter municipal corporation; and

WHEREAS, the City Council, on an annual basis reviews fees and charges related to Public Works and having done so, hereby determines that it is necessary to establish new fees and charges to cover the cost of services provided; and

WHEREAS, the City Council has determined that it is in the best interest of the City and its residents to adopt this Ordinance;

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF LAKE FOREST, COUNTY OF LAKE, STATE OF ILLINOIS AS FOLLOWS:

SECTION ONE. **Recitals.** The foregoing recitals are incorporated as the findings of the City Council and are hereby incorporated into and made a part of this Ordinance.

SECTION TWO. **Approval of New Fees Related to Public Works.** The City Council hereby approves the fees as set forth in Exhibit A, New Fees Related to Public Works, and directs that said fees shall be incorporated into the Supplemental Fee Schedule for the City of Lake Forest and reviewed and adjusted on an annual basis as part of the Supplemental Fee Schedule as determined to be necessary by the City Council.

SECTION THREE: **Effective Date of the New Fees Related to Public Works.**
The fees and charges set forth in Exhibit A shall take effect as of May 1, 2021, consistent

with the date of the Supplemental Fee Schedule for FY 2022 as adopted by the City Council.

SECTION FOUR: Effective Date. This ordinance shall be in full force and effect upon its passage, approval, and publication in pamphlet form in the manner provided by law.

Passed this _____ day of _____, 2020

AYES:

NAYS:

ABSENT:

ABSTAIN:

Approved this _____ day of _____, 2020

Mayor

ATTEST:

City Clerk

EXHIBIT A

New Fees Related to Public Works

- ❖ Home Composter - \$55
- ❖ 35 Gallon Recycling Cart - \$55

Supplemental Memos Regarding Proposed Fee Adjustments

MEMORANDUM

TO: Diane Hall, Assistant Director of Finance

FROM: Michael Thomas, Director of Public Works
Dan Martin, Superintendent of Public Works

DATE: October 28, 2020

SUBJECT: **Recommended New Fees for Fiscal Year 2022**

The Public Works Department is proposing the following two fees.

➤ **Home Composter:**

In 2018 the Public Works Department collaborated with Green Minds, a local environmental group, to develop a program to educate and encourage residents on the sustainable benefits of home composting to divert organic food waste (e.g. fruit & vegetable scraps, coffee filters & grounds, rice & pasta, stale bread, small twigs and leaves, etc.) from going into the landfill. Included in the program was opportunity for City residents to purchase a home composter from the City. The home composter purchasing is on the City's website and is promoted via social media and the Dialogue. The home composter includes a handbook on how-to-compost instructions. Free delivery is also offered to City of Lake Forest residents.

➤ **35 Gallon Recycling Cart:**

Currently under the General Fees category there is a fee for residents to purchase an extra 65 gallon recycling cart. On occasion we receive requests for a smaller 35 gallon recycling cart because the 65 gallon is too large for residents that are "empty nesters" or living alone. Offering the 35 gallon cart provides a suitable alternative for smaller households.

MEMORANDUM

TO: Diane Hall, Assistant Director of Finance

FROM: Catherine J. Czerniak, Director of Community Development

DATE: October 23, 2020

SUBJECT: Recommended Fee Adjustments for Fiscal Year 2022

No significant changes are proposed for development related fees. Development related fees have remained constant for the last several years. Two new fees are proposed in response to recent discussions and trends and a few minor fee increases are proposed as detailed below.

Recommended New Fees

❖ Sustainable Energy Installations.

Currently permit fees for solar, geo thermal and wind powered installations are calculated using the standard 1.5% to 2% of total construction costs consistent with other building permits. As a follow up to recent discussions by the Environmental Sustainability Committee about way to encourage residents and businesses to explore alternative energy sources, staff recommends that a reduced permit fee be established for these types of installations. A limited fee, instead of a complete waiver of permit fees is recommended to cover some portion of staff time in reviewing plans, issuing permits and conducting on site inspections.

At the present time, only a very limited number of these types of installations are occurring each year, two to three a year, so from a revenue stand point, this change is insignificant. However, calling out a reduced fee for projects involving solar, geo thermal and wind powered installations sends a message of the City's support for these efforts. As interest in these types of installations grows, associated fees will be revisited.

❖ Estate Sales Managed by For Profit Businesses or Individuals.

The City is seeing an increased number of estate sales, held in private homes, but managed and advertised by for profit businesses or individuals. Currently, garage and estate sale permits are issued to homeowners on a no fee basis. The Code permits each household to hold one sale annually, on two consecutive days.

In 2018 and 2019, about thirty percent of the garage/estate sale permits issued by the City, about 50 permits, were issued to for profit businesses rather than residents. Recent experience has shown that sales arranged and managed by for profit businesses have a greater impact on staff time and on neighbors in the area. These sales tend to be advertised more widely and merchandise is often brought in to the homes from other locations for the sale. These sales have generated calls to staff and the Police Department due to parking issues, blocked driveways, congestion on residential streets, early start times, excessive signage that is not removed after the sale is over and other issues.

In recognition of the additional staff time required to support these larger, non-resident conducted sales, staff recommends that a permit fee of \$50.00 be established for sales managed by for profit businesses. The application for a permit to allow a sale to be held in a residence requires information on whether a garage or estate sale is being conducted by the resident or a for profit business. This information will be used to determine whether the fee is applicable. Permits for residents conducting their own garage sales will remain as no fee permits.

Fee Increases

❖ Permit Renewal Bonds.

Permit Renewal Bonds are required by the City to encourage timely completion of projects. Permit Renewal Bonds are forfeited if limited extension of permits is necessary beyond the original expiration date. A one percent increase in the bond amount in each category is recommended. The amount of Permit Renewal Bonds is a percentage of the original cost of the permit. If projects are completed prior to the original expiration date, the bond is fully refundable.

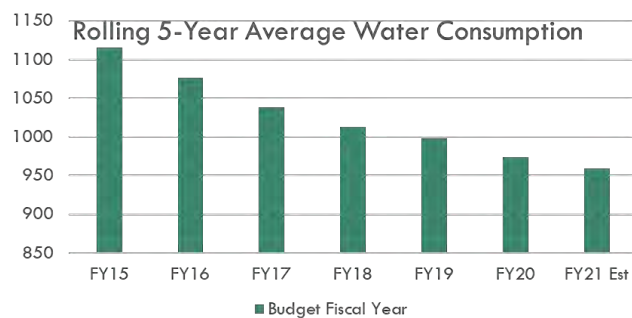
❖ Legal Ad Publication.

Publication of a notice of a public hearing in a local newspaper is required by State Statute and the City Code for some types of petitions heard by Boards and Commissions. An increase in the fee for Legal Ads is proposed to more accurately reflect the cost incurred by the City for these publications.

Water Rate Changes effective May 1, 2020

On February 18, the City Council granted final approval of an Ordinance setting forth the rates for water service effective May 1, 2020. The City's Water and Sanitary Sewer Fund is designated as an enterprise fund, thereby receiving no subsidy or property tax revenue to operate. Therefore, the user fees established for water and sanitary sewer services must be sufficient to pay all operating, capital and debt service costs associated with the utility. The long term financial forecast for the Water and Sanitary Sewer Fund provides for an annual increase in revenue of 2.5% to support inflationary cost increases, largely driven by personnel costs.

The City's water rate methodology is to set rates based on a rolling five year average of water consumption and uses a blended rate structure with both fixed and variable fees. Approximately 90% of the utility costs are fixed and will not vary based on water consumption, but only 20% of the water fund revenue is fixed. Summer weather conditions dramatically impact the City's annual water revenue and budget variances as much as \$1million can occur in any given year, requiring the City to maintain sufficient reserves to provide rate stability year to year. For the FY20 fiscal year recently completed, water fund revenue is projected to fall \$650,000 short of budget projections.



Another challenge with rate setting for water consumption is an overall nationwide trend of reduced consumption. Consumers are more mindful of the need for water conservation. Plumbing fixtures such as toilets and showers are increasingly intended to reduce water consumption.

This general downward trend in consumption forces rates higher to generate the revenue required to operate the utility.

The City Council Finance Committee reviewed water consumption, water rate methodology and options for water rate adjustments at its November 12 budget workshop and again on January 21. The FY21 rates approved by the City Council reflect a desire to mitigate the impact of water rate adjustments on low volume users.

Annual revenue for the increased fees is projected to total \$174,875 overall, achieving a 2.5% increase in projected revenue for FY2021.

(continued on following page)

Estimated impacts on varying classes of customers are as follows (actual results will vary based on consumption):

Usage Category	# of Accts	Annual Impact (\$)	Annual Impact (%)
Impact – Low Usage Residential	1496	\$27	6.1%
Impact – Med Usage Residential	4550	\$61	4.1%
Impact – High Usage Residential	460	\$223	4.8%
Impact – High Usage Commercial	317	\$972	3.1%
Impact – Average Usage Commercial		\$294	3.9%

The approved water rates will be reflected on utility bills generated on or after May 1, 2020. Due to the COVID 19 pandemic, the City has temporarily suspended penalties on utility bill payments received after their due date. Questions regarding your utility bill may be sent to Sara Hartnett at hartnets@cityoflakeforest.com. Questions via email are encouraged while City employees work from home.

CITY OF LAKE FOREST
WATER RATE WORKSHEET

	FY2009	FY2010	FY2011	FY2012	FY2013	FY2014	FY2015	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021E	5yr avg FY2022	YTD Change from PY
May	47,371	48,083	47,327	44,984	45,996	58,700	42,994	41,836	41,910	40,696	39,811	39,536	35,839	39,558	
June	74,512	67,467	76,976	63,422	81,540	71,292	60,862	60,143	60,379	58,810	60,014	54,745	50,067	56,803	
July	121,431	117,251	113,846	110,179	179,579	118,302	103,859	96,411	118,042	119,243	104,942	82,169	105,047	105,889	
August	79,621	83,446	86,037	87,214	118,994	78,217	73,185	61,940	80,099	75,090	80,998	61,288	76,142	74,723	
Sept	175,168	168,439	168,718	173,200	224,999	146,837	141,508	119,719	154,120	144,055	152,395	128,404	161,831	148,161	
Oct	197,673	199,078	191,474	202,121	212,460	194,670	157,191	156,418	175,935	171,419	181,658	161,802	187,608	175,684	16.78%
Nov	94,740	85,875	88,468	78,834	95,772	92,025	67,839	72,284	75,546	85,314	74,126	73,979	76,250	77,043	
Dec	83,449	87,185	93,787	89,813	88,120	90,543	69,671	76,329	76,352	91,261	66,720	66,819	75,496	75,330	
Jan	87,435	80,508	92,960	76,742	81,957	80,036	76,060	76,901	75,176	81,340	67,961	64,227	73,121	72,365	
Feb	50,945	48,302	50,719	44,166	43,043	44,981	43,120	42,165	41,302	41,780	38,924	37,377	40,310	39,939	
March	61,076	55,530	55,689	54,074	51,676	54,982	49,508	50,096	50,125	45,079	50,263	45,134	48,139	47,748	
April	70,327	67,444	67,109	68,441	68,155	65,540	63,271	63,636	62,140	61,848	59,481	58,703	61,162	60,667	
Total	1,143,748	1,108,608	1,133,110	1,093,190	1,292,291	1,096,125	949,068	917,878	1,011,126	1,015,935	977,293	874,183	991,012	973,910	
							-13.42%	-3.29%	10.16%	0.48%	-3.80%	-10.55%	13.36%	-1.73%	Revenue gain(loss) based on consumption at FY21 rate: (104,321.47)

* Totals are in 1000 gal

FY13 Rate: \$4.99
FY14 Rate: \$5.14
FY15 Rate: \$5.14
FY16 Rate: \$5.30
FY17 Rate: \$5.43
FY18 Rate: \$5.62
FY19 Rate: \$5.77
FY20 Rate: \$5.90
FY21 Rate: \$6.10

5,633,754

4,878,210

4,864,753

5,490,414

5,439,555

5,368,981

4,887,680

5,672,963

Proposed
FY22
Rates

Proposed rate Increase - Tier 1: \$4.50
Proposed rate increase - Tier 2: \$6.20
Projected impact of All Other: \$6.45
Projected impact of over 60k Tier: \$6.80

33,407
32,000

32,309
31,000

48,695
40,000

50,916
0

50,506
0

49,985
0

27,835
0

1,795,905
0

1,084,821
2,817,302

1,795,905
0

at 5-year avg

Consumption Subtotal	6,448,532	5,633,754	4,943,617	4,928,063	5,579,110	5,490,471	5,419,487	4,937,664	5,700,798	5,698,028	
Meter Charge	641,880	641,880	1,000,000	1,000,000	1,000,000	1,270,000	1,270,000	1,372,208	1,588,540	1,588,540	
							Budget	6,929,783	7,104,569		
Total Est Revenue	7,090,412	6,275,634	5,943,617	5,928,063	6,583,828	6,760,471	6,689,487	6,309,872	7,289,338	7,286,568	To Est Actl: -0.04%
Total Actl Revenue	7,058,904	6,223,867	6,088,150	5,962,743	6,578,859	6,838,318	6,715,954	6,330,076			-2,770
Actual Meter Charge	638,217	685,694	1,020,292	997,524	1,038,484	1,284,969	1,301,011	1,401,754			To Budget: 2.56%
% Fixed	9.0%	11.0%	16.8%	16.7%	15.8%	18.8%	19.4%	22.1%		21.8%	
% Var	91.0%	89.0%	83.2%	83.3%	84.2%	81.2%	80.6%	77.9%			181,999

Fixed Rate:	FY22	FY21
Small	50	50
Med	195	195
Large	875	875
Revenue	1,588,540	1,588,540

M E M O R A N D O M

To: Diane Hall, Assistant Finance Director

From: Jason Petree, Golf Course General Manager
Chuck Myers, Superintendent of Parks, Forestry and Special Facilities

Date: October 22, 2020

Subject: Deerpath Golf Course FY2022 Proposed Fee Changes

PURPOSE AND ACTION REQUESTED: City Staff and KemperSports Management Staff are bringing forward the Deerpath Golf Course fees for FY2022. The Park and Recreation Board has approved the fee schedule on October 20, 2020 and request that the proposed FY2022 Deerpath Golf Course fee structure be forward to City Council for approval as presented.

BACKGROUND/DISCUSSION: Attached is the proposed fee structure for Deerpath Golf Course for FY2022. We analyzed several factors including utilization and surrounding facilities fees while putting together the fees schedule. KemperSports Management and City Staff are recommending the following:

- **Membership Fees:** Increase resident Annual Pass fee average of 1.5% per classification for FY22.
- **Greens Fees:** Increase the “ceiling” rate for weekday and weekend by an average of 2%. Allow the dynamic pricing model to set prices based off of the utilization of the course. This will allow the green fee prices to fluctuate and take advantage of times of increased demand. Golf rates will be adjusted during the season based on marketplace demands.
- **Other Fees:** Increase the 9 -hole weekday cart fee by \$1. In addition, increase small range ball buckets by \$1, medium buckets by \$2 and large buckets by \$1. I also propose with lockers being fully rented in the open-air facility to increase locker rental prices by an average of 3%.

BUDGET/FISCAL IMPACT: Projected revenue impact on fees collected will be an additional \$27,053 from FY21 projections.

City Staff and Kemper Sports Management are requesting the approval of the proposed FY2022 Deerpath Golf Course fee structure.

MEMORANDUM

To: Diane Hall, Assistant Finance Director

From: Joe Mobile, Superintendent of Recreation

Date: October 21, 2020

Subject: Lake Forest Recreation Department FY 22 Proposed Fee Changes

PURPOSE AND ACTION REQUESTED: City Staff are bringing forward the Lake Forest Recreation Department fee changes, including Fitness Center fees and Lakefront fees for fiscal year 2022. The Park and Recreation Board has approved the fee schedule on October 20, 2020 and request that the proposed FY2022 fee structure be forwarded to City Council for approval as presented.

BACKGROUND/DISCUSSION: Attached is the proposed fee structure for the fitness center and Lakefront fee changes for FY2022.

Fitness Center Fee Changes:

Staff have analyzed several factors including membership trends, and surrounding facilities fees while putting together the fees schedule. The Fitness Center's memberships fluctuate considerably throughout the year. As a result, staff takes a conservative approach for revenue growth by assuming membership levels will remain the same throughout the year based on membership totals in September. City Staff are recommending the following:

- **Fitness Center Fees:** Staff are recommending to Increase all membership fees by an adjusted 2% for FY22. The 2% increase was taken over FY21 fees and then adjusted to be divisible by 12 months so that our registration software system can use the automatic monthly billing for all annual memberships. This adjustment to the increase will provide a consistent amount to be drawn each month providing our members a smooth and understandable transaction.

Lakefront Fee Changes:

Staff is recommending to hold the majority of our fees constant with the FY2021 approved fees for the next fiscal year with two exceptions. We have had to refund or prorate the approved fees for the past five summers due to road issues and covid-19. Staff feel that another fee increase at this time isn't necessary and would like to get through a summer charging the actual approved fees. If fees were raised our normal four percent then the actual increase would seem much larger than that based on what the community actually paid. It seems like the right thing to do at this time since the lakefront users have been inconvenienced over the past four summers.

Lakefront Fees: Staff are recommending raising the daily launch pass in order to streamline the launch process and incentive the boating community to purchase the seasonal pass. During the summer of 2020, staff have had to suspend the sales of daily passes on multiple days due to our lot being full. Therefore our seasonal permit holders couldn't park on site. Staff are also recommending an increase to the resident guest passes that our residents can purchase to bring non-resident family and friends to the lakefront. Residents are allowed to purchase five of these passes each year. This past summer staff have sold more than double of the previous years which increased the use of overflow parking to 42 days this summer.

BUDGET/FISCAL IMPACT: Staff anticipates a positive revenue differential of \$5,253 over FY21 with the 2% increase to the Fitness Center fees. Also, with the increase in only the two Lakefront fees in FY22 staff anticipates a positive revenue differential of \$2,900 over FY21 budgeted fees.

RECOMMENDED CITY COUNCIL ACTION: City Staff are bringing forward the Lake Forest Recreation Department fee changes, including Fitness Center fees and Lakefront fees for fiscal year 2022.



MEMORANDUM

THE CITY OF LAKE FOREST

OFFICE OF THE CITY MANAGER

TO: Diane Hall, Assistant Finance Director

CC: Jason C. Wicha, City Manager
Elizabeth Holleb, Finance Director

FROM: Mike Strong, Assistant to the City Manager

DATE: October 21, 2020

SUBJECT: Proposed OCM Fee Adjustments for FY2022

Purpose and Action Requested

The purpose of this memorandum is to present a request to amend certain fees administered through the Office of the City Manager for FY2022. City staff is seeking City Council approval of fee adjustments proposed in this memorandum for personnel hourly rates related to special event fees and support.

Background

The City of Lake Forest processes and issues several different types of permits and licenses through the Office of the City Manager. These include, among others, special event permits, filming permits, birth/death certificates, liquor licenses, raffle licenses, etc. City staff regularly reviews these processes and their associated fees in an effort to ensure they remain compliant with both local and statutory regulations, consistent with internal administrative directives and policies, align with the City's costs to provide services and promote customer-friendly business practices.

Each year, City staff reviews each of these processes along with their associated applications, and evaluates fees to ensure that charges are in line with the costs to provide each service. Proposed fee changes for FY2022 relate solely to special event fees.

Special Event Fees

From time-to-time, community organizations seek to utilize City-owned property or request special city services (e.g. equipment rentals/delivery) and City employees (e.g. general event support, security, or emergency medical services) to support their event. Pursuant to the City Code (§10.13), fees for these City services may be imposed in connection with recovering costs related to the personnel time associated with this support.

Rates for City employees are set based on an average total compensation (includes salaries and benefits) for employees in the workgroup. Traditionally, the City has adjusted these rates to reflect changes in union contracts and special contractual rates for special time worked or overtime. Rates proposed for FY2022 reflect approved changes to salaries and benefits as outlined in the City's official Pay Plan and bargaining unit contract, if applicable. Accordingly, City staff is requesting to adjust rates to reflect these contract amounts, as follows:

Personnel Classification	Current Rate	Proposed Rate	% Change	Projected Revenue
Police Officer Hourly Rate	\$88.00	\$90.00	2.27%	\$120.00
Firefighter/Paramedic Hourly Rate	\$85.00	\$89.00	4.71%	\$100.00
Public Works Hourly Rate	\$69.00	\$70.00	2.99%	\$60.00
Parks Hourly Rate	\$69.00	\$70.00	2.99%	\$60.00

Please do not hesitate to contact me directly if you have questions concerning these proposed fee changes for FY2022.



MEMORANDUM

To: Finance Director Elizabeth Holleb
From: Fire Chief, Pete Siebert
CC: City Manager Jason Wicha
Date: October 20, 2020
Subject: Proposed User Fees

Please see the attached Excel spreadsheets that contain two options for ambulance fee increases for FY22. All fees are related to the city code sections listed below:

General Fees & Charges/Code sections:

Ambulance-Resident ALS transport	94.51
Ambulance-Resident ALS2 transport	94.52
Ambulance-Resident BLS transport	94.53
Ambulance-Non Resident ALS transport	94.54
Ambulance- Non Resident ALS2 transport	94.55
Ambulance-Non Resident BLS transport	94.56
Ambulance - Mileage	94.58

Option #1 is a modest fee increase to all rates. In order to stay aligned with Libertyville and honor the terms of the RFPD IGA, we have used Libertyville's FY21 rates (below) and added \$150 to all resident rates, and \$200 for all non-resident rates, we also matched the Libertyville mileage rate. This structure would also follow our current practice of balance billing. These rates are all below the average fees of the 2020 "Naperville Study" (also attached).

Option #2, uses the GEMT "cost of call" amount. This option only uses balance billing for non-residents. Both options offer an increase in basic revenue, an increase in GEMT revenues. This process requires careful consideration to make sure Lake Forest and Libertyville charge a uniform rate across the entire RFPD area, and that the rate is not higher than either of our community's resident rates.

Option #1, may be the most favorable route at this time. Option #1 will allow for increased revenue, and also allow for more time to collect data to further evaluate a more substantial change, as proposed in Option #2 in the near future.

Thank you -

Libertyville FY 21 Current Fees-

Ambulance-Resident BLS transport	750.00
Ambulance-Resident ALS transport	850.00
Ambulance-Resident ALS2 transport	950.00
Ambulance-Non Resident BLS transport	1100.00
Ambulance-Non Resident ALS transport	1200.00
Ambulance- Non Resident ALS2 transport	1300.00
Ambulance - Mileage	11.00 per mile

Lake Forest Current fees-

Ambulance-Resident BLS transport	704.07
Ambulance-Resident ALS transport	812.10
Ambulance-Resident ALS2 transport	919.98
Ambulance-Non Resident BLS transport	854.08
Ambulance-Non Resident ALS transport	987.48
Ambulance- Non Resident ALS2 transport	1,088.92
Ambulance - Mileage	7.27 per mile

Proposed Uniform Libertyville/Lake Forest Rate for FY22-

Ambulance-Resident BLS transport	900.00
Ambulance-Resident ALS transport	1000.00
Ambulance-Resident ALS2 transport	1100.00
Ambulance-Non Resident BLS transport	1300.00
Ambulance-Non Resident ALS transport	1400.00
Ambulance- Non Resident ALS2 transport	1500.00
Ambulance - Mileage	11.00 per mile

City of Lake Forest Rate Analysis					
6-month analysis based on partial increase with balance billing					
	Average Charge Increase	Estimated trips	Gross Charges	Average Collection Percentage	Potential Rev
NON					
Insurance	\$ 423.14	42	\$ 17,771.88	70%	\$ 12,440.32
Patient	\$ 423.17	17	\$ 7,193.89	10%	\$ 719.39
RES					
Insurance	\$ 188.22	94	\$ 17,692.37	80%	\$ 14,153.89
Patient	\$ 188.22	66	\$ 12,422.30	10%	\$ 1,242.23
Total					\$ 28,555.83

Total \$ 28,555.83

Less estimated
resident patient
payments
collected with
standard rates

Estimated
Additional
Revenue **\$ 28,555.83**

Rates			
NON	Old	Proposed	
ALS	\$ 987.48	\$ 1,400.00	\$ 412.52
ALS2	\$ 1,088.92	\$ 1,500.00	\$ 411.08
BLS	\$ 854.08	\$ 1,300.00	\$ 445.92
		Avg Increase	\$ 423.17
RES			
ALS	\$ 812.10	\$ 1,000.00	\$ 187.90
ALS2	\$ 919.18	\$ 1,100.00	\$ 180.82
BLS	\$ 704.07	\$ 900.00	\$ 195.93
		Avg Increase	\$ 188.22

THE CITY OF LAKE FOREST

ORDINANCE NO. 2020-_____

**AN ORDINANCE AMENDING THE LAKE FOREST CITY CODE REGARDING
CLASS E-1 AND H-2 LIQUOR LICENSES**

Adopted by the City Council
of the City of Lake Forest
this ____ day of _____ 2020

Published in pamphlet form by direction
and authority of The City of Lake Forest
Lake County, Illinois
this ____ day of _____ 2020

THE CITY OF LAKE FOREST

ORDINANCE NO. 2020 - _____

**AN ORDINANCE AMENDING THE LAKE FOREST CITY CODE REGARDING
CLASS E-1 AND H-2 LIQUOR LICENSES**

WHEREAS, the City of Lake Forest is a home rule, special charter municipal corporation;
and

WHEREAS, the City has adopted certain alcoholic beverage regulations designed to protect the health, safety and welfare, which regulations are codified in Chapter 111 of the City Code of Lake Forest, 2013 ("***Liquor Code***");

WHEREAS, The City of Lake Forest desires to amend its Liquor Code to increase the number of liquor licenses in the E-1 and H-2 categories to accommodate an application filed by a local business.

NOW, THEREFORE, BE IT ORDAINED by the City Council of The City of Lake Forest, County of Lake, and State of Illinois, as follows:

SECTION ONE: Recitals. The foregoing recitals are incorporated as the findings of the City Council and are hereby incorporated into and made a part of this Ordinance.

SECTION TWO: Amendment to Section 111.037. Section 111.037 of the City Code, entitled "Number of Licenses," is amended as follows (deletions in ~~strike through~~ and additions in **bold** and underline):

"§111.037 NUMBER OF LICENSES.

(A) The number of liquor licenses issued by the city shall be limited as follows:

<i>Class</i>	<i>Maximum Number of Licenses Authorized</i>
A-1	7
A-2	6
A-3	No more than the total number of Class A-1 licenses issued by the city
A-4	0
B-1	1

C-1	9
C-2	9
C-3	13
C-4	1
D-1	5
E-1	2 <u>3</u>
F-1	1
F-2	As many as determined reasonable by the Commissioner
F-3	As many as determined reasonable by the Commissioner
F-4	As many as determined reasonable by the Commissioner
F-5	1
F-6	3
G-1	3
G-2	2
H-1	0
H-2	4 <u>2</u>
I-1	No more than the total number of Class B-1, C-1, C-2, C-3, D-1, E-1 and F-1 licenses issued by the city
I-2	1
I-3	As many as determined reasonable by the Commissioner
J	1
K	1

- (B) Without further action of the City Council, the maximum number of licenses in any class shall be automatically reduced by one upon the expiration, revocation or non-renewal of an existing license in any such license class.”

SECTION FIVE: Effective Date. This Ordinance shall be in full force and effect upon its passage, approval, and publication in pamphlet form in the manner provided by law.

Passed this ____ day of _____, 2020.

AYES:

NAYS:

ABSENT:

ABSTAIN:

Approved this ____ day of _____, 2020.

ATTEST:

City Clerk

Mayor

THE CITY OF LAKE FOREST

ORDINANCE NO. 2020-_____

**AN ORDINANCE ADOPTING BY REFERENCE
THE LAKE COUNTY WATERSHED DEVELOPMENT ORDINANCE**

Adopted by the City Council
of the City of Lake Forest
this ____ day of _____ 2020

Published in pamphlet form by direction
and authority of The City of Lake Forest
Lake County, Illinois
this ____ day of _____ 2020

THE CITY OF LAKE FOREST

ORDINANCE NO. 2020-_____

**AN ORDINANCE ADOPTING BY REFERENCE
THE LAKE COUNTY WATERSHED DEVELOPMENT ORDINANCE**

WHEREAS, the City of Lake Forest is a home rule, special charter municipal corporation; and

WHEREAS, the City may exercise any power and perform any function pertaining to its government and affairs for the protection of the public health, safety, morals, and welfare; and

WHEREAS, the County of Lake, pursuant to the powers granted to it by 55 ILCS 5/5- 1062, adopted the Lake County Watershed Development Ordinance on or about October 13, 2020 establishing rules and regulations for floodplain and stormwater management throughout the County of Lake and superseding any less restrictive municipal rules and regulations therein; and

WHEREAS, the Mayor and City Council of the City of Lake Forest have previously adopted by reference the Lake County Watershed Development Ordinances; and

WHEREAS, the County of Lake, pursuant to the powers granted to it by 55 ILCS 5/5-1062, adopted a resolution approving amendments to the Lake County Watershed Development Ordinance on or about October 13, 2020, effective immediately; and

WHEREAS, the Mayor and City Council of the City of Lake Forest find it to be in the best interests of the City of Lake Forest to require all development to meet, at least, the minimum standards prescribed by the WDO to the fullest extent practicable; and

WHEREAS, three copies of the Lake County Watershed Development Ordinance have been on file in the Office of the City Clerk of the City of Lake Forest, and available for inspection, for not less than thirty (30) days.

NOW, THEREFORE, BE IT RESOLVED by the City Council of The City of Lake Forest, County of Lake, and State of Illinois, as follows:

SECTION ONE: Recitals. The foregoing recitals are incorporated as the findings of the City Council and are hereby incorporated into and made a part of this Ordinance.

SECTION TWO: Adoption by Reference. The City Council hereby adopts by reference, as if fully set out herein, that certain ordinance known as the Lake County Watershed Development Ordinance, approved as amended by the County of Lake, State of Illinois, three copies of which have been, for a period of not less than thirty (30) days prior to the effective date hereof, and now are on file in the office of the City Clerk.

SECTION THREE: More Restrictive Controls. In the event that the rules, regulations, terms or conditions imposed pursuant to the Lake County Watershed Development Ordinance are either more restrictive or less restrictive than comparable rules, regulations, terms or conditions imposed by any other applicable rule, regulation, resolution, ordinance, statute or law, then the most restrictive rules, regulations, terms or conditions shall govern.

SECTION FOUR: Amendment. Section 152.30 of the City Code of the City of Lake Forest is amended by deleting existing Section 152.30, and replacing it with the following:

**152.30: ADOPTION OF LAKE COUNTY WATERSHED DEVELOPMENT
ORDINANCE BY REFERENCE:**

The Lake County Watershed Development Ordinance, as most recently amended by the County of Lake on October 13, 2020, is hereby adopted by reference and is in full force and effect within the City of Lake Forest and is found in its own compilation.

SECTION FIVE: Conflict. All ordinances and resolutions, or parts thereof, in conflict with the provisions of this Ordinance are, to the extent of such conflict, expressly repealed.

SECTION SIX: Effective Date. This Ordinance shall be in full force and effect ten (10) days after its passage, approval and publication in pamphlet form, as provided by law.

Passed this ____ day of _____, 2020.

AYES:

NAYS:

ABSENT:

ABSTAIN:

Approved this __ day of _____, 2020.

Mayor

ATTEST:

City Clerk

STATE OF ILLINOIS)
)
COUNTY OF LAKE) ss.

I, _____ do hereby certify that I am duly appointed, qualified and acting as City Clerk of the City of Lake Forest, Lake County, Illinois, and keeper of the records and seal of said City, and that the attached and foregoing Ordinance is a true and correct copy of said Ordinance entitled:

ORDINANCE NO. 2020 - _____

AN ORDINANCE ADOPTING BY REFERENCE OF THE LAKE COUNTY WATERSHED
DEVELOPMENT ORDINANCE.

ADOPTED BY THE
MAYOR AND CITY COUNCIL
OF THE CITY OF LAKE FOREST,
THIS _____ DAY OF _____, 2020.

In Witness Whereof, I have hereunto set my hand and caused to be affixed the Corporate Seal of the City of Lake Forest, Lake County, Illinois.

Done at: Illinois this _____ day of _____, 2020.

(SEAL)

City Clerk

CERTIFICATIONS

I, _____, do hereby certify that I am the duly appointed, acting and qualified City Clerk of the City of Lake Forest, Lake County, Illinois, and that as such Clerk, I am the keeper of the records and minutes and proceedings of the Mayor and Council of said City of Lake Forest.

I do hereby further certify that at a regular meeting of the Mayor and Council of the City of Lake Forest, held on the _____ day of _____, the foregoing Ordinance entitled: "AN ORDINANCE ADOPTING BY REFERENCE OF THE LAKE COUNTY WATERSHED DEVELOPMENT ORDINANCE" was duly passed by the Mayor and City Council of the City of Lake Forest.

The pamphlet form of **Ordinance 2020 - _____**, including the Ordinance and a cover sheet thereof, was prepared, and a copy of such Ordinance was posted in the City Hall, commencing on the _____ day of _____ 2020, and continuing for at least 10 days thereafter. Copies of such Ordinance were also available for public inspection upon request in the office of the City Clerk.

I DO FURTHER certify that the original, of which the attached is true and correct copy, is entrusted to me as the Clerk of said City for safekeeping, and that I am the lawful custodian and keeper of the same.

GIVEN under my hand and seal this _____ day of _____ 2020.

Margaret Boyer
City Clerk
City of Lake Forest,
Lake County, Illinois



STORMWATER MANAGEMENT COMMISSION

WDO Amendment #1a

Appendix I: Updated Rainfall Depth Duration Frequency Table

**Rainfall Depth Duration Frequency Tables for Lake County
Rainfall is in Inches**

Storm Duration	2-month	3-month	4-month	6-month	9-month	1-year	2-year	5-year	10-year	25-year	50-year	100-year	500-year
5 minutes	0.19	0.22	0.24	0.27	0.31	0.33	0.40	0.52	0.62	0.77	0.90	1.03	1.35
10 minutes	0.35	0.40	0.43	0.49	0.56	0.61	0.73	0.95	1.13	1.42	1.65	1.89	2.47
15 minutes	0.42	0.49	0.53	0.61	0.69	0.75	0.90	1.16	1.39	1.74	2.03	2.32	3.04
30 minutes	0.58	0.66	0.73	0.83	0.94	1.03	1.24	1.59	1.91	2.39	2.78	3.17	4.16
1 hour	0.74	0.84	0.93	1.05	1.20	1.30	1.57	2.02	2.42	3.03	3.53	4.03	5.28
2 hours	0.91	1.04	1.14	1.30	1.48	1.61	1.94	2.49	2.99	3.74	4.35	4.97	6.52
3 hours	1.00	1.15	1.26	1.44	1.63	1.77	2.14	2.75	3.30	4.13	4.80	5.49	7.20
6 hours	1.18	1.35	1.48	1.68	1.91	2.08	2.51	3.23	3.86	4.84	5.63	6.43	8.43
12 hours	1.37	1.56	1.71	1.95	2.21	2.41	2.91	3.74	4.48	5.61	6.53	7.46	9.78
18 hours	1.48	1.69	1.85	2.11	2.39	2.61	3.14	4.04	4.84	6.06	7.05	8.06	10.57
24 hours	1.57	1.80	1.97	2.24	2.55	2.77	3.34	4.30	5.15	6.45	7.50	8.57	11.24
48 hours	1.72	1.97	2.16	2.46	2.79	3.04	3.66	4.71	5.62	6.99	8.13	9.28	12.10
72 hours	1.87	2.14	2.34	2.67	3.03	3.30	3.97	5.08	6.05	7.49	8.64	9.85	12.81
120 hours	2.08	2.38	2.61	2.97	3.37	3.67	4.42	5.63	6.68	8.16	9.39	10.66	13.81
240 hours	2.63	3.01	3.30	3.76	4.27	4.65	5.60	7.09	8.25	9.90	11.26	12.65	16.00

References: ISWS Bulletin 75 Precipitation Frequency Study for Illinois
James R. Angel and Momcilo Markus
Illinois State Water Survey, March 2020

Purpose: Incorporate new rainfall data as published in updated ISWS study.

TAC Vote: 03/19/2020 9-0-0 (unanimous)

WDO Amendment #1b
Appendix I: Updated Huff Rainfall Distributions**HUFF RAINFALL DISTRIBUTIONS**

The Huff quartiles represent the typical rainfall distribution for 4 different storm duration ranges. The First quartile applies to storms less than or equal to 6 hours long. Second is for storms greater than 6 hours and less than or equal to 12 while the third is Huff quartile is for storms greater than 12 hours and less than or equal to 24 hours. Fourth quartile storms apply to storm durations greater than 24 hours.

Portion of the Storm	AREA < 10 SM				AREA > 10 & AREA < 50				AREA > 50 & AREA < 400			
	First Quartile	Second Quartile	Third Quartile	Fourth Quartile	First Quartile	Second Quartile	Third Quartile	Fourth Quartile	First Quartile	Second Quartile	Third Quartile	Fourth Quartile
0/24	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1/24	8.36	2.29	2.05	2.31	6.41	1.48	1.33	1.48	4.59	0.88	0.72	0.90
2/24	17.73	4.82	4.31	4.79	15.69	3.57	3.02	3.34	13.49	2.38	1.85	2.29
3/24	28.11	7.78	6.67	7.12	27.45	6.39	5.13	5.72	25.94	4.93	3.47	4.36
4/24	38.33	11.33	9.12	9.78	38.91	10.02	7.53	8.56	39.17	8.52	5.57	7.10
5/24	47.45	15.79	11.71	12.53	49.34	14.71	10.01	11.69	51.04	13.19	8.28	9.93
6/24	55.50	21.39	14.36	15.23	58.55	20.89	12.65	14.19	60.79	19.59	10.96	12.84
7/24	62.25	28.41	16.91	17.91	65.88	28.91	15.24	17.19	69.26	27.46	13.79	15.46
8/24	67.22	36.44	19.64	20.33	71.10	37.55	18.17	19.69	74.80	37.17	16.35	17.83
9/24	70.82	45.29	22.78	22.83	74.92	46.86	21.46	22.27	78.74	47.77	19.66	20.12
10/24	74.17	54.35	26.33	25.41	78.30	56.25	25.36	24.81	82.20	58.18	23.46	23.12
11/24	76.97	62.38	30.93	28.35	81.16	64.84	29.90	27.46	85.13	67.64	28.07	25.76
12/24	79.81	69.76	36.35	31.25	83.75	72.90	35.60	30.33	87.38	75.86	34.06	28.26
13/24	82.55	75.48	43.92	33.90	86.20	79.07	43.42	32.42	89.58	82.04	42.30	30.99
14/24	85.18	80.38	52.11	36.33	88.64	83.97	52.18	34.28	91.45	86.92	52.02	33.68
15/24	87.40	84.70	61.02	38.61	90.81	87.58	61.88	36.89	93.35	90.33	62.76	36.12
16/24	89.47	87.81	69.89	41.24	92.58	90.67	71.81	39.73	94.80	93.09	72.80	39.07
17/24	91.17	90.22	78.19	45.08	93.99	92.76	80.43	43.85	95.99	94.82	82.27	42.93
18/24	92.70	92.17	84.92	51.29	95.19	94.59	87.25	49.87	96.94	96.25	89.19	48.98
19/24	94.03	93.81	89.74	59.31	96.35	95.97	92.01	58.93	97.70	97.34	93.60	59.22
20/24	95.36	95.29	93.11	69.19	97.27	97.10	95.04	69.85	98.35	98.21	96.33	71.66
21/24	96.56	96.57	95.34	80.05	98.03	97.99	96.90	82.36	98.86	98.83	97.97	85.18
22/24	97.74	97.74	97.06	89.71	98.74	98.72	98.22	92.59	99.28	99.30	98.98	94.64
23/24	98.85	98.84	98.56	96.04	99.37	99.39	99.21	97.96	99.66	99.67	99.58	98.77
24/24	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00

References: ISWS Bulletin 75 Precipitation Frequency Study for Illinois
James R. Angel and Momcilo Markus
Illinois State Water Survey, March 2020

Purpose: Incorporate new rainfall distributions as published in updated ISWS study.

TAC Vote: 03/19/2020: 9-0-0 (unanimous)

WDO Amendment #3 - NEW
§ 509.04 Fee-In-Lieu Option For Storage above 50-year, 24-hour Detention Volume [7.5"]

- 509.04** *The following fee-in-lieu of on-site stormwater storage procedures shall be authorized for all developments permitted after [NEW WDO DATE].*
- A. *The [Enforcement Officer](#) may require, or the [applicant](#) may submit, a written request for the payment of a [fee-in-lieu of on-site stormwater storage](#) to fulfill all or part of the on-site detention requirement above the 50-year, 24-hour detention volume using Appendix I: Rainfall Depth Duration Frequency Tables for Lake County. A request for fee-in-lieu of on-site stormwater storage shall be either rejected or approved within forty-five (45) days of the written request unless additional engineering studies are required.*
- B. *Approval of a request for [fee-in-lieu of on-site stormwater storage](#) on a [development](#) site above the 50-year, 24-hour detention volume shall be determined by the [Enforcement Officer](#).*
- C. *[Fee-in-lieu of on-site stormwater storage](#) shall be the fee computed for each acre-foot or part thereof of stormwater storage approved in accordance with the procedures and schedules as approved by the SMC.*

- D. *A fund will be maintained by the SMC for each of the four major Lake County watersheds for the purpose of identifying and controlling all revenues and expenditures resulting from fee-in-lieu of on-site stormwater storage approvals. All fee-in-lieu of on-site stormwater storage revenues received from each watershed shall be deposited in these funds for use within that watershed.*
- E. *The following requirements must be met before a fee-in-lieu of on-site stormwater storage will be approved:*
1. *The downstream stormwater management system has “adequate downstream stormwater capacity” (see Appendix A: Definitions); and*
 2. *The SMC has an adopted fee-in-lieu of on-site stormwater storage program.*
- F. *Fee-in-lieu of on-site stormwater storage revenues shall be used to design, maintain, or construct an upgrade to existing or future stormwater management systems if the upgrade is consistent with a basin plan, floodplain study, or stormwater system improvement that has been approved by the SMC.*

Purpose: Provide fee-in-lieu option, as determined by the Enforcement Officer. Communities may be more restrictive and omit this option during Community Ordinance adoption.

TAC Vote: 04/16/2020: 10-0-0 (unanimous)

WDO Amendment #5 **§ 302.02 Exempted Developments**

Annexation agreements, final plats, Planned Unit Developments, site development permits, or current building permits approved between October 18, 1992 and ***[Lake County Board WDO Adoption DATE + six (6) months]*** if the approved plans and designs are in conformance with the ***pre-[Lake County Board WDO Adoption DATE]*** Ordinance provisions. That portion of any annexation agreement, final plat, Planned Unit Development, site development permit, or current building permit which is amended after ***[DATE + 6 months]*** and which affects the stormwater management system is not exempt from the provisions of this Ordinance

Purpose: Allowance for exemptions (e.g., Appendix I: Rainfall) to be requested up to 6 months after effective WDO adoption date. Sets a consistent target date for all Communities to use [WDO Date + 6 months]. Communities typically adopt the WDO within 90 days after Lake County Board approval (anticipated May 2020).

TAC Vote: 10/17/2019: 8-1-1

WDO Amendment #6 **§ 501.06 Developed Soil HSG**

For determination of soil runoff characteristics, areas of the development that are hydrologically disturbed and compacted shall be changed to the ***next higher that hydrologic soil types' highest runoff potential/soil*** group classification ***e.g., B to C, C to D, or as approved by the Enforcement Officer***. Soil groups that are not hydrologically disturbed will retain their current runoff characteristics. ~~***Areas that are deed or plat restricted for native planting areas may be determined to have lower runoff characteristics, and may be taken into account when meeting the runoff volume reduction requirements of this Ordinance (503.02). The Enforcement Officer may determine these areas are not hydrologically disturbed and may be removed from the required detention volume calculation.***~~

Purpose: Clarify how HSG's are changed for hydrologically disturbed areas. Separate native planting section into new paragraph – see amendment #7.

WDO Amendment #7

§ 501.07 Native Planting Incentive

Areas that are deed or plat restricted for native planting areas may be determined to have lower runoff characteristics, and may be taken into account when meeting the runoff volume reduction requirements of this Ordinance (503.02). ***The Enforcement Officer may determine these areas can be excluded from the required detention volume calculation.***

Purpose: Separated from 501.06 to clarify detention volume incentive for native planting areas.

TAC Vote: 10/17/2019: 9-0-0

WDO Amendment #8

§ 401.15 Updated Hydric Soil Classification

If the soil mapping submitted for the [development](#) indicates the presence of **soils classified as a [hydric soil](#) (USDA/NRCS Soil Classification)** ~~the soils listed in this subsection~~, then the [applicant](#) shall provide site-specific soil mapping performed by a certified soil classifier **or geotechnical investigation** for the development. No [buildings](#) shall be constructed on these soils unless appropriate building methods, such as pilings, caissons, or removal and replacement of unsuitable soils, as approved by the [Enforcement Officer](#), are used to provide and protect a suitable building foundation.

~~Soils classified as a [hydric soil](#) (USDA/NRCS Soil Classification) in its very poorly drained condition or the following three soil classification in any condition:~~

- ~~A. Houghton Muck (W103)~~
- ~~B. Houghton Peat (W97)~~
- ~~C. Peotone Silty Clay Loam (W330)~~

Development that is exempted from this requirement is any development activity not resulting in the construction of a building.

Purpose: Capture all current poorly drained hydric soils per 2005 Lake County Soil Survey e.g., Houghton Peat (W97) does not exist, while many others are included.

TAC Vote: 5/21/2020: Approved as modified 6-3-3

WDO Amendment #9

§ 600.09 Permanent Stabilization

All temporary soil [erosion](#) and sediment control measures shall be removed within thirty (30) days after final site stabilization is achieved or after the temporary measures are no longer needed. Trapped sediment and other disturbed soil areas shall be permanently stabilized ***with a uniform (e.g., evenly distributed, without large bare areas) perennial vegetative cover with a minimum density of 70 percent or higher, at the discretion of the Enforcement Officer, on all unpaved areas and areas not covered by permanent structures or equivalent permanent stabilization measures.***

Purpose: Clarify and codify vegetative cover requirement for permanent stabilization. Mirrors IEPA ILR10 language which requires 70 percent.

TAC Vote: 10/17/2019: 9-0-0

WDO Amendment #11**§ 100 Introduction**

This Ordinance is one part of the adopted Lake County Comprehensive Stormwater Management Plan. It sets forth the minimum requirements for the [stormwater management](#) aspects of [development](#) in Lake County. The Lake County [Stormwater Management Commission](#) is the corporate enforcement authority for the Ordinance. Illinois Compiled Statutes Chapter 55, Act 5, Section 5-1062 [55 ILCS 5/5-1062] states, "The purpose of this Section is to allow management and [mitigation](#) of the effects of urbanization on stormwater drainage... by consolidating the existing stormwater management framework into a united, countywide structure..." The [Lake County Comprehensive Stormwater Management Plan](#), adopted by Ordinance on June 11, 1990 states, "... that the regulations be uniformly and consistently enforced throughout the County by all agencies." While local conditions may sometimes require extraordinary regulatory measures, the Lake County Stormwater Management Commission (SMC) has determined that uniform and consistent enforcement will be enhanced by municipalities adopting the standards of the Watershed Development Ordinance. In those instances where the requirements of this Ordinance are not stipulated in a municipal ordinance or do not meet the minimum requirements herein, this Ordinance shall prevail. ~~It is recognized that~~ **A [community](#) may** ~~has an individual right to enact **stricter** standards beyond the minimum standards presented in this Ordinance.~~ The SMC has developed ~~a [Technical Reference Manual](#)~~ **Guidance Memorandums Memoranda** which ~~is a~~ **are** recommended guides for users of this Watershed Development Ordinance (WDO).

Purpose: 1) Clarify that community Ordinances can be more restrictive. 2) Remove all TRM references as the manual is no longer supported by SMC. TGMs are now used.

TAC Vote: 10/17/2020: 10-0-0

WDO Amendment #12**§ 504.02 Water Quality Treatment**

Prior to discharging to [Waters of the United States](#), [Isolated Waters of Lake County](#), or adjoining property, the [development](#) shall divert and detain at least the first 0.01 inch of runoff for every 1% of [impervious surface](#) for the development with a minimum volume equal to 0.2 inch of runoff (e.g., 20% or less impervious = 0.2-inch, 50% impervious = 0.5-inch, 90% impervious = 0.9-inch); or provide an equivalent level of treatment of runoff as approved by the [Enforcement Officer](#) and consistent with ~~the~~ best management practices. ~~guidance contained in the [Technical Reference Manual](#).~~

Purpose: Remove all TRM references as the manual is no longer supported by SMC. Optionally, reference a Technical Guidance Memorandum, if desired.

TAC Vote: 10/17/2019: 10-0-0

WDO Amendment #13

§ 1008.02 Detention in Isolated Waters of Lake County

The following shall apply when using [Isolated Waters of Lake County](#) for detention and not for [wetland](#) enhancement [mitigation](#) credit:

- A. The [applicant](#) shall use a “wetland detention basin” design as provided in the [Technical Reference Manual \(TRM\)](#), and shall re-establish vegetation within the detention basin using the [Native Plant Guide for Streams and Stormwater Facilities in Northeastern Illinois](#), NRCS, et al., (as amended) as a minimum standard for the re-vegetation plan.

Purpose: Remove all TRM references as the manual is no longer supported by SMC. This section is under the Wetlands section of the WDO and would be administered by a Certified Wetland Specialist. Optionally, reference a Technical Guidance Memorandum, if desired.

TAC Vote: 10/17/2019: 10-0-0

WDO Amendment #14

§ Appendix A: Definitions

~~Technical Reference Manual (TRM): The Lake County [Stormwater Management Commission](#) Technical Reference Manual. This manual contains design guidance for a [development](#) site to meet the Watershed Development Ordinance performance standards.~~

Purpose: Remove all TRM references as the manual is no longer supported by SMC.

TAC Vote: 10/17/2019: 9-0-1

WDO Amendment #16

§ 201.02. Community Certification Process

- A. Communities desiring certification may submit a letter of intent to petition for Certification.
- B. A petition for Standard Certification, Isolated Wetland Certification, **or *FIL50 Certification*** shall be submitted to the SMC indicating how the community meets the criteria for certification. A copy of the community’s adopted ordinance shall be included with the petition.

...

- J. Fee-in-lieu of detention ordinances and procedures used by Certified Communities shall be reviewed and approved by the SMC as part of the regular certification process.

...

M. Communities with FIL50 Certification may administer WDO 509.04 for development under its respective permit authority.

Purpose: Create a new certification for Communities to administer FIL50 program.

TAC Vote: 03/19/2020: 9-0-0 (unanimous)

WDO Amendment #19**Appendix E: Enforcement Officer Duties - NEW**

- M. The Enforcement Officer of a community with FIL50 Certification shall provide SMC an annual report summarizing FIL50 fees received, project expenditures and status, categorized by watershed.*

Purpose: Create a new certification for Communities to administer FIL50 program.

TAC Vote: 03/19/2020: 9-0-0 (unanimous)

WDO Amendment #20**§ Appendix A: Definitions**

Designated Erosion Control Inspector: A person responsible for, at a minimum, verifying compliance and on-going maintenance of the approved soil erosion and sediment control plan measures of a [development](#) and who is recommended to meet the minimum qualification requirements of A., B., C., and D., as follows:

- A. Provide a one (1) page statement of qualifications in the areas noted below and a request to be included on the SMC Designated Erosion Control Inspector qualified listing. The signed statement will be considered as evidence of qualifications.
- B. Pass the [Designated Erosion Control Inspector Exam](#) that is administered by the SMC.
- C. Complete a SMC-approved soil erosion and sediment control course and meet the requirements of one (1) of the following:
 1. Have an official designation as a Certified Professional in Erosion and Sediment Control (CPESC) or Certified Erosion, Sediment and Stormwater Inspector (CESSWI); or
 2. Two (2) years cumulative experience in the Upper Midwest Region on soil erosion and sediment control inspections.
- D. The listing of Designated Erosion Control Inspectors shall be officially updated every three (3) years by the SMC. ~~A minimum of twenty-four (24) work-related professional development hours including SMC mandatory training for this designation shall be obtained within the three-year period in order to qualify for re-listing.~~ **Continuing education requirements shall be as follows:**
 1. **Attendance at each annual DECI training seminars shall be sufficient for the three-year listing period.**
 2. **Alternatively, DECIs must attend twenty-four (24) hours of work-related professional development hours within the three-year period for relisting.**
- E. **Documentation shall be self-monitoring and shall be provided to SMC upon application for listing.**

Purpose: Update the continuing education requirement for DECIs

TAC Vote: 04/13/2020: approved as modified, 6-4-0

WDO Amendment #21
§ 1000.02 Wetland Determination Report

C.2. Lake County Wetland Inventory map **(including ADID sites)**

Purpose: Important to show ADID sites for regulatory purposes (possible HQARs, stricter requirements).

TAC Vote: 04/16/2020: 10-0-0

WDO Amendment #22
§ 1000.02 Wetland Determination Report

C.5. Hydrologic Atlas **(U.S.G.S. Flood of Record map)**

Purpose: Clarify that these are one and the same source – Lake County online maps identify this layer under *Drainage* menu as “USGS Flood of Record”.

TAC Vote: 04/16/2020: 10-0-0

WDO Amendment #23
§ 1000.02 Wetland Determination Report

D. Army Corps of Engineers data sheets ~~(March 1992 or most recent version)~~ **(Midwest Region, most recent version)** with color photographs provided for representative upland and wetland data points;

Purpose: Update to make sure delineators are using the most current Corps-approved data sheet for our region.

TAC Vote: 04/16/2020: 10-0-0

WDO Amendment #24
§ 1000.02 Wetland Determination Report

E. A written description of the wetland(s) that includes a Floristic Quality Assessment as determined **using the Chicago Region Floristic Quality Assessment Calculator (U.S. Army Corps of Engineers, Chicago District, most recent version)** ~~by methodology contained in Swink, F. and G. Wilhelm's Plants of the Chicago Region (1994, 4th Edition, Wilhelm, G. and L. Rericha's Flora of the Chicago Region, 2017, Indianapolis: Indiana Academy of Science).~~ Floristic quality assessments shall generally be conducted between May 15 and October 1. Assessments conducted outside this time frame may require additional sampling during the growing season to satisfy this requirement;

Purpose: Update to current methodology for floristic quality assessment determinations.

TAC Vote: 05/21/2020: Approved as modified 12-0-0

WDO Amendment #25**§ Appendix L, Section. L: High-Quality Aquatic Resources**

- L. Wetlands with a native mean coefficient of conservatism value (native mean C value) of greater than or equal to 3.5 or a native floristic quality index value (FQI) of greater than or equal to 20 as determined using the Chicago Region Floristic Quality Assessment Calculator (U.S. Army Corps of Engineers, Chicago District, most recent version). ~~Floristic Quality Index of 20 or greater or a mean C-value of 3.5 or greater: Reference Plants of the Chicago Region (F. Swink and G. Wilhelm, 4th Edition, Indianapolis: Indiana Academy of Science, 1994) Wilhelm, G. and L. Rericha's Flora of the Chicago Region, 2017, Indianapolis: Indiana Academy of Science. Mean C-Values, and the total number of species used to calculate the FQI, should be calculated for native plants only, as described in Plants of the Chicago Region (F. Swink and G. Wilhelm, 4th Edition, Indianapolis: Indiana Academy of Science, 1994). In Swink and Wilhelm, introduced plants have no C-value, rather than a C-value of 0.~~

Purpose: Update for new reference for plant classification (native vs. adventive) and consistency with definition in Corps-Chicago District Regional Permit Program Appendix A – High Quality Aquatic Resources (as revised 1-10-2020).

TAC Vote: 05/21/2020: Approved as modified 12-0-0

WDO Amendment #26**§ Appendix M: SMC-Approved Wetland Mitigation Banking Requirements**

- S. Species Composition: Species selected for the planting shall be native to Lake County (ref. ~~Swink and Wilhelm, Plants of the Chicago Region, 4th Edition, 1994~~ Wilhelm, G. and L. Rericha's Flora of the Chicago Region, 2017, Indianapolis: Indiana Academy of Science) and shall be appropriate for the hydrologic zone to be planted. A minimum number of native perennial species proposed for establishment must be present within each plant community to meet certification standards, as follows:

Purpose: Update to the new reference for plant classification (native vs. adventive).

TAC Vote: 04/16/2020: 8-1-1

WDO Amendment #27**§ Appendix N: WDO Mitigation Requirements and Guidelines for Isolated Waters of Lake County Impacts**

- H.2.a. Floristic Quality: By the end of the performance period, a native mean coefficient of conservatism value (native mean C value) of greater than or equal to 3.5 and a native floristic quality index value (FQI) of greater than or equal to 20 shall be achieved for each wetland community **as determined using the Chicago Region Floristic Quality Assessment Calculator (U.S. Army Corps of Engineers, Chicago District, most recent version).** ~~Native plant species coefficients of conservatism and the methods for calculating the native mean C-value and FQI are included in Swink, Floyd and Gerould Wilhelm, Plants of the Chicago Region (Indianapolis: Indiana Academy of Science, 4th Edition, 1994).~~

Purpose: Update to current reference for floristic quality assessment determinations.

TAC Vote: 04/16/2020: 10-0-0

WDO Amendment #28**§ Appendix N: WDO Mitigation Requirements and Guidelines for Isolated Waters of Lake County Impacts**

- H.2.b. Mean Wetness Coefficient: By the end of the performance period, the mean wetness coefficient (mean W) shall be less than or equal to 0 in each wetland community. Wetness coefficients are listed below, based on the ~~National Wetland Category~~ of each plant species designated in **the National Wetland Plant List - Midwest Regional Plant List (U.S. Army Corps of Engineers, most recent version)**. ~~Reed, Porter B., National List of Plant Species that Occur in Wetlands: North Central (Region 3), U.S. Fish Wildlife Service, Rep. 88(26.3, 1988).~~ The mean W for each wetland community is calculated by the following equation: Sum of wetness coefficients for all species/number of species.

Wetness Coefficients

<i>National Wetland Category</i>	<i>Wetness Coefficient</i>
Obligate (OBL)	-5 -2
Facultative Wetland + (FACW+)	-4
Facultative Wetland (FACW)	-3 -1
Facultative Wetland - (FACW-)	-2
Facultative + (FAC+)	-1
Facultative (FAC)	0
Facultative - (FAC-)	1
Facultative Upland - (FACU-)	2
Facultative Upland (FACU)	3 1
Facultative Upland + (FACU+)	4
Upland (UPL)	5 2

Purpose: Update the Wetness Coefficient values to be consistent with National Wetland Plant List - Midwest Regional Plant List (U.S. Army Corps of Engineers, most recent version).

TAC Vote: 04/16/2020: 10-0-0

WDO Amendment #29**§ Appendix N: WDO Mitigation Requirements and Guidelines for Isolated Waters of Lake County Impacts**

- H.3.a. Floristic Quality: By the end of the performance period, a native mean coefficient of conservatism value (native mean C value) of greater than or equal to 2.5 and a native floristic quality index value (FQI) of greater than or equal to 15 shall be achieved for the buffer **as determined using the Chicago Region Floristic Quality Assessment Calculator (U.S. Army Corps of Engineers, Chicago District, most recent version)**. ~~Native plant species coefficients of conservatism and the methods for calculating the native mean C value and FQI are included in Swink, Floyd and Gerould Wilhelm, Plants of the Chicago Region (Indianapolis: Indiana Academy of Science, 4th Edition, 1994).~~

Purpose: Update to current reference for floristic quality assessment determinations.

TAC Vote: 04/16/2020: Approved as modified 10-0-0

WDO Amendment #30**§ Appendix A: Definitions**

Isolated Waters of Lake County: All waters such as wetlands, ponds, streams (~~including intermittent streams~~), farmed wetlands, and wetlands that are not under U.S. Army Corps of Engineers jurisdiction. The limits of the Isolated Waters of Lake County extend to the ordinary high water mark or the delineated wetland boundary.

Purpose: Clarify that all stream classifications not regulated by the Corps as waters of the United States would be IWLC: perennial, intermittent and ephemeral.

TAC Vote: 04/16/2020: 9-0-1

WDO Amendment #31**§ 1005.01.E. Isolated Waters of Lake County Impacts (HQAR Documentation)**

~~A statement~~ **Current documentation** on the occurrence of any high quality aquatic resources on or adjoining the development.

Purpose: Require submittals with valid information on T&E species and wetland floristic quality for potential HQAR designation (i.e., EcoCat <2 years old; wetland delineations with FQA <3 years old).

TAC Vote: 04/16/2020: 10-0-0

WDO Amendment #33**§ Mitigation Hierarchy****1007.03 Space intentionally left blank.**~~4007.03~~ **1009.01 Mitigation Hierarchy for Isolated Waters of Lake County****A. Size Requirements**

1. If the required mitigation acreage is less than one and one-half (1.5) acres, mitigation requirements shall follow the mitigation hierarchy in ~~4007.03~~ **1009.01.B.2** through ~~4007.03~~ **1009.01.B.4**. If on-site mitigation increases an existing on-site wetland size to greater than or equal to one and one-half (1.5) acres, the applicant may use the mitigation hierarchy in ~~4007.03~~ **1009.01.B.1**.
2. If the required mitigation acreage is one and one-half (1.5) acres or greater, mitigation requirements shall follow the mitigation hierarchy in ~~4007.03~~ **1009.01.B.1** through ~~4007.03~~ **1009.01.B.4**.

B. Hierarchy

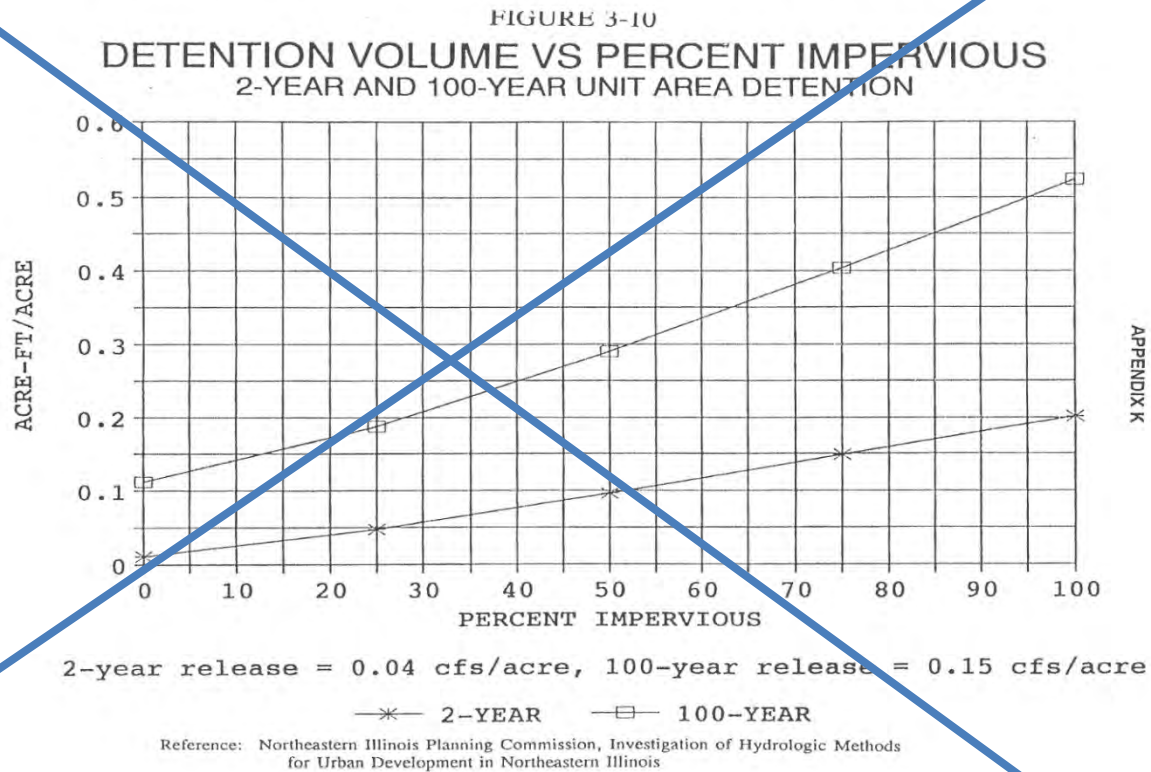
All mitigation shall occur in Lake County. Mitigation shall use the following hierarchy. Allowance to the next lower step is permitted only when justified through sequencing specified in 1005.01L and 1005.01M or when the higher step is not available or as specified in ~~4007.03~~ **1009.01.B.4**:

1. On-site wetland mitigation meeting the requirements of the project mitigation document.
2. In the same watershed as wetland impact: A U.S. Army Corps of Engineers Approved Wetland Mitigation Bank; or a SMC Approved Wetland Mitigation Bank; or off-site wetland mitigation meeting the requirements of the project mitigation document.
3. Outside of the watershed (at double the required mitigation acreage): A U.S. Army Corps of Engineers Approved Wetland Mitigation Bank; or a SMC Approved Wetland Mitigation Bank; or off-site wetland mitigation meeting the requirements of the project mitigation document.
4. **SMC Wetland Restoration Fund**. This mitigation option may only be used for wetland impacts where there are no available mitigation credits within the watershed and the corresponding fees and mitigation ratios shall be charged at the 'in-watershed' rate.

Purpose: Re-insert Mitigation Hierarchy per pre-WDO reformatting. This section was erroneously reformatted to incorrectly include only IWLC. The original formatting was applicable for both IWLC and WOUS.

5/21/20 TAC Vote: 05/21/2020: 12-0-0

Appendix K: Detention Volume Versus **Curve Number**



Curves to be inserted from the attached May 18, 2020 memorandum from Bleck Engineering

Purpose: Increase required detention to account for updated rainfall in Amendment #1a. Support new Fee-in-Lieu program. Update to use Curve Numbers instead of percent impervious. Add 50-year curve.

TAC Vote: 05/21/2020: 10-0-2

GIS CONSORTIUM SERVICE PROVIDER CONTRACT

This contract (this “**Contract**”) made and entered into this 1st day of January, 2021 (the “**Effective Date**”), by and between the City of Lake Forest, an Illinois municipal corporation (hereinafter referred to as the “**Municipality**”), and Municipal GIS Partners, Incorporated, 701 Lee Street, Suite 1020, Des Plaines, Illinois 60016 (hereinafter referred to as the “**Consultant**”).

WHEREAS, the Municipality is a member of the Geographic Information System Consortium (“**GISC**”);

WHEREAS, the Consultant is a designated service provider for the members of GISC and is responsible for providing the necessary professional staffing resource support services as more fully described herein (the “**Services**”) in connection with the Municipality’s geographical information system (“**GIS**”);

WHEREAS, the Municipality desires to engage the Consultant to provide the Services on the terms set forth herein; and

WHEREAS, the Consultant hereby represents itself to be in compliance with Illinois statutes relating to professional registration applicable to individuals performing the Services hereunder and has the necessary expertise and experience to furnish the Services upon the terms and conditions set forth herein.

NOW, THEREFORE, in consideration of the foregoing and of the promises hereinafter set forth, it is hereby agreed by and between the Municipality and the Consultant that:

SECTION 1 SCOPE OF SERVICES

1.1 Statement of Work. This Contract contains the basic terms and conditions that will govern the overall relationship between the Consultant and the Municipality. The Consultant will provide the Services described in the statement of work attached hereto as **Attachment 1** (“**Statement of Work**”), which shall become a part of and subject to this Contract.

1.2 Supplemental Statements of Work. Any additional services to be performed by the Consultant may be added to this Contract after the Effective Date by the mutual agreement of the parties, which agreement will be evidenced by mutual execution of a Supplemental Statement of Work which shall also be subject to the terms and conditions set forth in this Contract, substantially in the form attached hereto as **Exhibit A**.

1.3 Additional Compensation. If the Consultant wishes to make a claim for additional compensation as a result of action taken by the Municipality, the Consultant shall give written notice of its claim within fifteen (15) days after occurrence of such action. Regardless of the decision of the Municipality Manager relative to a claim submitted by the Consultant, all work required under this Contract as determined by the Municipality Manager shall proceed without interruption.

1.4 Contract Governs. If there is a conflict between the terms of this Contract and the Statement of Work or any Supplemental Statement of Work, unless otherwise specified in such Statement of Work, the terms of this Contract shall supersede the conflicting provisions contained in such Statement of Work.

SECTION 2 PERFORMANCE OF WORK

2.1 All work hereunder shall be performed under the direction of the [CITY/MUNICIPALITY MANAGER] or his designee (hereinafter referred to as the “*Municipality Manager*”) in accordance with the terms set forth in this Contract and each relevant Statement of Work.

SECTION 3 RELATIONSHIP OF PARTIES

3.1 Independent Contractor. The Consultant shall at all times be an independent contractor, engaged by the Municipality to perform the Services. Nothing contained herein shall be construed to constitute a partnership, joint venture or agency relationship between the parties.

3.2 Consultant and Employees. Neither the Consultant nor any of its employees shall be considered to be employees of the Municipality for any reason, including but not limited to for purposes of workers’ compensation law, Social Security, or any other applicable statute or regulation.

3.3 No Authority to Bind. Unless otherwise agreed to in writing, neither party hereto has the authority to bind the other to any third party or to otherwise act in any way as the representative of the other.

SECTION 4 PAYMENT TO THE CONSULTANT

4.1 Payment Terms. The Municipality agrees to pay the Consultant in accordance with the terms and amounts set forth in the applicable Statement of Work, provided that:

(a) The Consultant shall submit invoices in a format approved by the Municipality.

(b) The Consultant shall maintain records showing actual time devoted to each aspect of the Services performed and cost incurred. The Consultant shall permit the authorized representative of the Municipality to inspect and audit all data and records of the Consultant for work done under this Contract. The Consultant shall make these records available at reasonable times during this Contract period, and for a year after termination of this Contract.

(c) The service rates and projected utilization set forth in the applicable Statement of Work shall adjust each calendar year in accordance with the annual rates approved by the Board of Directors of GISC which shall be reflected in a Supplemental Statement of Work.

(d) Payments to the Consultant shall be made pursuant to the Illinois Local Government Prompt Payment Act (50 ILCS 505/1 et seq.).

4.2 Service Rates. The service rates set forth in the Statement of Work and Supplemental Statement of Work include all applicable federal, state, and local taxes of every kind and nature applicable to the Services as well as all taxes, contributions, and premiums for unemployment insurance, old age or retirement benefits, pensions, annuities, or similar benefits and all costs, royalties and fees arising from the use of, or the incorporation into, the Services, of patented or copyrighted equipment, materials, supplies, tools, appliances, devices, processes, or inventions. All claim or right to claim additional compensation by reason of the payment of any such tax, contribution, premium, costs, royalties, or fees is hereby waived and released by Consultant.

SECTION 5 TERM

5.1 Initial Term. Subject to earlier termination pursuant to the terms of this Contract, the initial term of this Contract shall commence on the Effective Date and remain in effect for 1 year(s) (the “*Initial Term*”).

5.2 Renewal Terms. The Initial Term may be extended for successive one (1) year periods or for any other period as mutually agreed to in writing and set forth in a Supplemental Statement of Work executed by both parties (each, a “*Renewal Term*”).

SECTION 6 TERMINATION OF CONTRACT

6.1 Voluntary Termination. Notwithstanding any other provision hereof, the Municipality may terminate this Contract during the Initial Term or any Renewal Term, with or without cause, at any time upon ninety (90) calendar days prior written notice to the Consultant. The Consultant may terminate this Contract or additional Statement of Work, with or without cause, at any time upon one hundred eighty (180) calendar days prior written notice to the Municipality.

6.2 Termination for Breach. Either party may terminate this Contract upon written notice to the other party following a material breach of a material provision of this Contract by the other party if the breaching party does not cure such breach within fifteen (15) days of receipt of written notice of such breach from the non-breaching party.

6.3 Payment for Services Rendered. In the event that this Contract is terminated in accordance with this Section 6, the Consultant shall be paid for services actually performed and reimbursable expenses actually incurred.

SECTION 7 CONSULTANT PERSONNEL AND SUBCONTRACTORS

7.1 Adequate Staffing. The Consultant must assign and maintain during the term of this Contract and any renewal thereof, an adequate staff of competent employees, agents, or

subcontractors (“**Consultant Personnel**”) that is fully equipped, licensed as appropriate and qualified to perform the Services as required by the Statement of Work or Supplemental Statement of Work.

7.2 Availability of Personnel. The Consultant shall notify the Municipality as soon as practicable prior to terminating the employment of, reassigning, or receiving notice of the resignation of, any Consultant Personnel assigned to provide the Municipality with the Services. The Consultant shall have no claim for damages and shall not bill the Municipality for additional time and materials charges as the result of any portion of the Services which must be duplicated or redone due to such termination or for any delay or extension of the time of performance as a result of any such termination, reassigning, or resignation.

7.3 Use of Subcontractors. The Consultant’s use of any subcontractor or subcontract to perform the Services shall not relieve the Consultant of full responsibility and liability for the provision, performance, and completion of the Services as required by this Contract. All Services performed under any subcontract shall be subject to all of the provisions of this Contract in the same manner as if performed by employees of the Consultant. For purposes of this Contract, the term "Consultant" shall be deemed to refer to the Consultant and also to refer to all subcontractors of the Consultant.

7.4 Removal of Personnel and Subcontractors. Municipality may, upon written notice to Consultant, request that any Consultant Personnel be removed or replaced. Consultant shall promptly endeavor to replace such Consultant Personnel and Municipality shall have no claim for damages for a delay or extension of the applicable Statement of Work as a result of any such removal or replacement.

7.5 Non-Solicitation of Consultant Employees. The Municipality agrees that during the term of this Contract and for a period of one (1) year thereafter, it shall not, directly or indirectly, through any other person, firm, corporation or other entity, solicit, induce, encourage or attempt to induce or encourage any employee of the Consultant to terminate his or her employment with the Consultant or to breach any other obligation to the Consultant. The Municipality acknowledges that the aforementioned restrictive covenant contained in this Section is reasonable and properly required for the adequate protection of the Consultant’s business.

SECTION 8

ACCOMMODATION OF CONSULTANT PERSONNEL; MUNICIPAL FACILITIES

8.1 Facilities, Equipment, and Records. The Municipality shall provide the Consultant with adequate office space, furnishings, records, hardware, software and connectivity to fulfill the objectives of the GIS program. Facilities, equipment, and records include, but are not limited to, the following:

(a) Office space for the Consultant’s Personnel and periodic guests. This space should effectively and securely house all required GIS systems, peripherals and support tools. This space must be available during normal business hours;

(b) Furnishings including adequate desk(s), shelving, and seating for the Consultant’s Personnel and periodic guests;

- (c) A telephone line and phone to originate and receive outside calls;
- (d) A network connection with adequate speed and access to the Internet;
- (e) Hardware, software, peripherals, and network connectivity to perform the program objectives efficiently; and
- (f) Any Municipality data, record, which is necessary for carrying out the work as outlined in the Contract, Statement of Work or Supplemental Statement of Work.

8.2 Backup and Recovery Systems. The Municipality shall be responsible for installing, operating and monitoring the backup and recovery systems for all Municipality GIS assets that permit the Consultant to continue services within a reasonable period of time following a disaster or outage.

8.3 Right of Entry; Limited Access. Consultant's Personnel performing Services shall be permitted to enter upon the Municipality's property in connection with the performance of the Services, subject to those rules established by the Municipality. Consent to enter upon a Municipality's facility given by the Municipality shall not create, nor be deemed to imply, the creation of any additional responsibilities on the part of the Municipality. Consultant's Personnel shall have the right to use only those facilities of the Municipality that are necessary to perform the Services and shall have no right to access any other facilities of the Municipality.

SECTION 9

CONFIDENTIAL INFORMATION; INTELLECTUAL PROPERTY; FOIA

9.1 Municipal Materials. The Consultant acknowledges and agrees that all trademarks, service marks, logos, tradenames and images provided by or on behalf of the Municipality to the Consultant for use in performing the Services and the GIS database (including files created from the database) created by Consultant hereunder (the "***Municipal Materials***") are the sole and exclusive property of the Municipality. The Consultant acknowledges that this Contract is not a license to use the Municipal Materials except as needed to perform the Services hereunder.

9.2 Third-Party Materials. If applicable, to the extent the Consultant has agreed to obtain and/or license Third-Party Materials on behalf of Municipality, the Consultant shall obtain a license for Municipality to use the Third-Party Materials as part of the Services for the purpose specified in the applicable Statement of Work. "***Third-Party Materials***" shall include, but are not limited to, computer software, script or programming code or other materials owned by third parties and/or any software available from third parties, that is licensed by Consultant for the benefit of the Municipality.

9.3 GIS Materials. It is expressly understood that, excluding the Municipal Materials and Third-Party Materials, all members of GISC and the Consultant may use or share in any improvements or modifications incorporated into any computer software (in object code and source code form), script or programming code used or developed by the Consultant in providing Services hereunder (the "***GISC Materials***").

(a) The Consultant hereby grants the Municipality a limited, personal, nontransferable, non-exclusive license to use the GISC Materials solely for the purpose of and in connection with the Municipality's GIS. Upon expiration or termination of this Contract, or at such time the Municipality is no longer a member of GISC or in breach of its obligations hereunder, the Municipality shall not be entitled to or granted a license in future enhancements, improvements or modifications in the GISC Materials. The Municipality may grant a sublicense to a third party that the Municipality engages to maintain or update the GISC Materials in connection with the Municipality's GIS; provided that such third party agrees in writing to be bound by the license restrictions set forth in this Contract.

(b) The Municipality acknowledges that the Consultant is in the business of providing staffing resource support services and that the Consultant shall have the right to provide services and deliverables to third parties that are the same or similar to the services that are to be rendered under this Contract, and to use or otherwise exploit any GISC Materials in providing such services. The Municipality hereby grants to the Consultant, a royalty-free, non-exclusive, irrevocable license throughout the world to publish modify, transfer, translate, deliver, perform, use and dispose of in any manner any portion of the GISC Materials.

9.4 Confidential Information. In the performance of this Contract, the Consultant may have access to or receive certain information in the possession of the Municipality that is not generally known to members of the public ("**Confidential Information**"). The Consultant acknowledges that Confidential Information includes, but is not limited to, proprietary information, copyrighted material, educational records, employee data, financial information, information relating to health records, resident account information, and other information of a personal nature. Consultant shall not use or disclose any Confidential Information without the prior written consent of the Municipality. Consultant will use appropriate administrative, technical and physical safeguards to prevent the improper use or disclosure of any Confidential Information received from or on behalf of the Municipality. Upon the expiration or termination of this Contract, Consultant shall promptly cease using and shall return or destroy (and certify in writing destruction of) all Confidential Information furnished by the Municipality along with all copies thereof in its possession including copies stored in any computer memory or storage medium. The term "Confidential Information" does not include information that (a) is or becomes generally available to the public other than as a result of a breach of this Contract by the Consultant; (b) was in the Consultant's or Consultant Personnel's possession on a non-confidential basis from any source other than the Municipality, which source, to the knowledge of the Consultant, is entitled to disclose such information without breach of any obligation of confidentiality; (c) is independently developed by the Consultant without the use of or reference to, in whole or in part, any Confidential Information; (d) required to be disclosed pursuant to a court order issued by a court having jurisdiction thereof (subject to Section 9.5); or (e) information subject to disclosure under FOIA (as defined below in Section 9.6). For avoidance of doubt, it is agreed that the GISC Materials shall not be considered Confidential Information.

9.5 Dissemination of Confidential Information. Unless directed by the Municipality, Consultant shall not disseminate any Confidential Information. If Consultant is presented with a request for documents by any administrative agency or with a subpoena *duces tecum* regarding any Confidential Information which may be in Consultant's possession as a result of Services provided under this Contract, unless prohibited by law, Consultant shall immediately give notice

to the Municipality with the understanding that the Municipality shall have the opportunity to contest such process by any means available to it prior to submission of any documents to a court or other third party. Consultant shall not be obligated to withhold delivery of documents beyond the time ordered by a court of law or administrative agency, unless the request for production or subpoena is quashed or withdrawn, or the time to produce is otherwise extended. Consultant shall cause its personnel, staff and subcontractors, if any, to undertake the same obligations regarding confidentiality and dissemination of information as agreed to by Consultant under this Contract.

9.6 Freedom of Information Act Requests. Within five (5) business days after the Municipality's Notice to the Consultant of the Municipality's receipt of a request made pursuant to the Illinois Freedom of Information Act (ILCS 140/1 et seq. – herein "FOIA"), the Consultant shall furnish all requested records in the Consultant's possession which are in any manner related to this Contract or the Consultant's performance of the Services, including but not limited to any documentation related to the Municipality and associated therewith. The Consultant shall not apply any costs or charge any fees to the Municipality or any other person, firm or corporation for its procurement and retrieval of such records in the Consultant's possession which are sought to be copied or reviewed in accordance with such FOIA request or requests. The Consultant shall defend, indemnify and hold harmless the Municipality including its several departments and including its officers and employees and shall pay all of the Consultant's Costs associated with such FOIA request or requests including Costs arising from the Consultant's failure or alleged failure to timely furnish such documentation and/or arising from the Consultant's failure or alleged failure otherwise to comply with the FOIA, whether or not associated with the Consultant's and/or the Municipality's defense of any litigation associated therewith. In addition, if the Consultant requests the Municipality to deny the FOIA request or any portion thereof by utilizing one or more of the lawful exemptions provided for in the FOIA, the Consultant shall pay all Costs in connection therewith. As used herein, "in the Consultant's possession" includes documents in the possession of any of the Consultant's officers, agents, employees and/or independent contractors; and "Costs" includes but is not limited to attorneys' fees, witness fees, filing fees and any and all other expenses — whether incurred by the Municipality or the Consultant.

9.7 News Releases. The Consultant may not issue any news releases without prior approval from the Municipality Manager nor will the Consultant make public proposals developed under this Contract without prior written approval from the Municipality Manager.

SECTION 10 LIMITATION OF LIABILITY

10.1 THE REPRESENTATIONS SET FORTH IN THIS CONTRACT ARE EXCLUSIVE AND IN LIEU OF ALL OTHER REPRESENTATIONS AND WARRANTIES, EXPRESS OR IMPLIED, ARISING BY LAW OR OTHERWISE, INCLUDING BUT NOT LIMITED TO ANY FITNESS FOR A PARTICULAR PURPOSE OR ANY IMPLIED WARRANTIES ARISING FROM TRADE USAGE, COURSE OF DEALING OR COURSE OF PERFORMANCE. UNDER NO CIRCUMSTANCES SHALL EITHER THE CONSULTANT OR THE MUNICIPALITY BE LIABLE TO THE OTHER FOR ANY INDIRECT, CONSEQUENTIAL, SPECIAL OR INCIDENTAL DAMAGES, INCLUDING LOST SALES OR PROFITS, IN CONNECTION WITH THIS CONTRACT, EVEN IF IT HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.

SECTION 11 CONSULTANT WARRANTY; INDEMNIFICATION; INSURANCE

11.1 Warranty of Services. The Consultant warrants that the Services shall be performed in accordance with industry standards of professional practice, care, and diligence practiced by recognized consulting firms in performing services of a similar nature in existence at the time of the Effective Date. Unless expressly excluded by this Contract, the warranty expressed shall be in addition to any other warranties expressed in this Contract, or expressed or implied by law, which are hereby reserved unto the Municipality.

11.2 Indemnification. The Consultant shall indemnify and save harmless the Municipality and its officers, employees, and agents from and against any and all loss, liability and damages of whatever nature, including Workmen's Compensation claims by Consultant's employees, in any way resulting from or arising out of the negligent actions or omissions of the Consultant, the Consultant's employees and agents.

11.3 Insurance. The Consultant must procure and maintain, for the duration of this Contract, insurance as provided in **Attachment 2** to this Contract.

11.4 No Personal Liability No official, director, officer, agent, or employee of any party shall be charged personally or held contractually liable by or to the other party under any term or provision of this Contract or because of its or their execution, approval or attempted execution of this Contract.

SECTION 12 GENERAL PROVISIONS

12.1 Equal Employment Opportunity Clause. In the event of the Consultant's non-compliance with the provisions of this Section 12.1 or the Illinois Human Rights Act, 775 ILCS 5/1-101, *et seq.*, as it may be amended from time to time, and any successor thereto (the "**Act**"), the Consultant may be declared ineligible for future contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations, and this Contract may be cancelled or voided in whole or in part, and other sanctions or penalties may be imposed or remedies invoked as provided by statute or regulation. During the performance of this Contract, the Consultant agrees as follows:

(a) The Consultant will not discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation, marital status, order of protection status, national origin or ancestry, citizenship status, age, physical or mental disability unrelated to ability, military status or an unfavorable discharge from military service; and, further, the Consultant will examine all job classifications to determine if minority persons or women are underutilized and will take appropriate affirmative action to rectify any underutilization.

(b) That, if the Consultant hires additional employees in order to perform this Contract or any portion of this Contract, the Consultant will determine the availability (in accordance with 44 Ill. Admin. C. 750.5, *et seq.*, as it may be amended from time to time, and any successor thereto (the "**Applicable Regulations**")) of minorities and women in the areas from

which the Consultant may reasonably recruit and the Consultant will hire for each job classification for which employees are hired in a way that minorities and women are not underutilized.

(c) That, in all solicitations or advertisements for employees placed by the Consultant or on the Consultant's behalf, the Consultant will state that all applicants will be afforded equal opportunity without discrimination because of race, color, religion, sex, sexual orientation, marital status, order of protection status, national origin or ancestry, citizenship status, age, physical or mental disability unrelated to ability, military status or an unfavorable discharge from military service.

(d) That the Consultant will send to each labor organization or representative of workers with which the Consultant has or is bound by a collective bargaining or other agreement or understanding, a notice advising the labor organization or representative of the Consultant's obligations under the Act and the Applicable Regulations. If any labor organization or representative fails or refuses to cooperate with the Consultant in the Consultant's efforts to comply with the Act and the Applicable Regulations, the Consultant will promptly notify the Illinois Department of Human Rights (the "**Department**") and the Municipality and will recruit employees from other sources when necessary to fulfill its obligations under the Contract.

(e) That the Consultant will submit reports as required by the Applicable Regulations, furnish all relevant information as may from time to time be requested by the Department or the Municipality, and in all respects comply with the Act and the Applicable Regulations.

(f) That the Consultant will permit access to all relevant books, records, accounts and work sites by personnel of the Municipality and the Department for purposes of investigation to ascertain compliance with the Act and the Department's Rules and Regulations.

(g) That the Consultant will include verbatim or by reference the provisions of this Section 12.1 in every subcontract awarded under which any portion of the Contract obligations are undertaken or assumed, so that the provisions will be binding upon the subcontractor. In the same manner as with other provisions of this Contract, the Consultant will be liable for compliance with applicable provisions of this Section 12.1 by subcontractors; and further the Consultant will promptly notify the Municipality and the Department in the event any subcontractor fails or refuses to comply with the provisions. In addition, the Consultant will not utilize any subcontractor declared by the Illinois Human Rights Commission to be ineligible for contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations.

12.2 No Collusion. The Consultant represents and certifies that the Consultant is not barred from contracting with a unit of state or local government as a result of (i) a delinquency in the payment of any tax administered by the Illinois Department of Revenue unless the Consultant is contesting, in accordance with the procedures established by the appropriate revenue act, its liability for the tax or the amount of the tax, as set forth in Section 11-42.1-1 et seq. of the Illinois Municipal Code, 65 ILCS 5/11-42.1-1 et seq.; or (ii) a violation of either Section 33E-3 or Section 33E-4 of Article 33E of the Criminal Code of 1961, 720 ILCS 5/33E-1 et seq.

12.3 Sexual Harassment Policy. The Consultant certifies that it has a written sexual harassment policy in full compliance with Section 2-105(A)(4) of the Illinois Human Rights Act, 775 ILCS 5/2-105(A)(4).

12.4 Compliance with Laws and Grants. Consultant shall give all notices, pay all fees, and take all other action that may be necessary to ensure that the Services are provided, performed, and completed in accordance with all required governmental permits, licenses, or other approvals and authorizations that may be required in connection with providing, performing, and completing the Services, and with all applicable statutes, ordinances, rules, and regulations, including without limitation the Fair Labor Standards Act; any statutes regarding qualification to do business; any statutes prohibiting discrimination because of, or requiring affirmative action based on, race, creed, color, national origin, age, sex, or other prohibited classification, including, without limitation, the Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101 et seq., and the Illinois Human Rights Act, 775 ILCS 5/1-101 et seq. Consultant shall also comply with all conditions of any federal, state, or local grant received by Municipality or Consultant with respect to this Contract or the Services.

12.5 Assignments and Successors. This Contract and each and every portion thereof shall be binding upon the successors and the assigns of the parties hereto; provided, however, that no assignment, delegation or subcontracting shall be made without the prior written consent of the Municipality.

12.6 Severability. The parties intend and agree that, if any paragraph, subparagraph, phrase, clause, or other provision of this Contract, or any portion thereof, shall be held to be void or otherwise unenforceable, all other portions of this Contract shall remain in full force and effect.

12.7 Third Party Beneficiary. No claim as a third party beneficiary under this Contract by any person, firm, or corporation other than the Consultant shall be made or be valid against the Municipality.

12.8 Waiver. No waiver of any provision of this Contract shall be deemed to or constitute a waiver of any other provision of this Contract (whether or not similar) nor shall any such waiver be deemed to or constitute a continuing waiver unless otherwise expressly provided in this Contract.

12.9 Governing Laws. This Contract shall be interpreted according to the internal laws, but not the conflict of laws rules, of the State of Illinois. Venue shall reside in Cook County, Illinois.

12.10 Headings. The headings of the several paragraphs of this Contract are inserted only as a matter of convenience and for reference and in no way are they intended to define, limit, or describe the scope of intent of any provision of this Contract, nor shall they be construed to affect in any manner the terms and provisions hereof or the interpretation or construction thereof.

12.11 Modification or Amendment. This Contract constitutes the entire Contract of the parties on the subject matter hereof and may not be changed, modified, discharged, or extended except by written amendment or Supplemental Statement of Work duly executed by the parties.

Each party agrees that no representations or warranties shall be binding upon the other party unless expressed in writing herein or in a duly executed amendment hereof.

12.12 Attachments and Exhibits. Attachments 1 and 2 and Exhibit A are attached hereto, and by this reference incorporated in and made a part of this Contract. In the event of a conflict between any Attachment or Exhibit and the text of this Contract, the text of this Contract shall control. In the event of any conflict or inconsistency between the terms of this Contract and any Supplemental Statement of Work, the terms of the Supplemental Statement of Work will govern and control with respect to the term, projected utilization rates, service rates and scope of services.

12.13 Rights Cumulative. Unless expressly provided to the contrary in this Contract, each and every one of the rights, remedies, and benefits provided by this Contract shall be cumulative and shall not be exclusive of any other such rights, remedies, and benefits allowed by law.

12.14 Good Faith Negotiation. Before commencing any legal action, the parties agree to enter into good faith negotiations to resolve any controversy, claim, or dispute (“*Dispute*”). Such good faith negotiations shall commence promptly upon a party’s receipt of notice of any Dispute from the other party and continue for a period of fourteen (14) days or any period of time as mutually agreed upon.

12.15 Notices. All notices, reports and documents required under this Contract shall be in writing (including prepaid overnight courier, electronic transmission or similar writing) and shall be given to such party at its address or e-mail address set forth below, or at such other address or e-mail address as such party may hereafter specify from time to time. Each such notice shall be effective (i) if given by first class mail or prepaid overnight courier, when received, or (ii) if sent to an e-mail address, upon the sender’s receipt of an acknowledgment from the intended recipient (such as by the “return receipt requested” function, as available, return e-mail or other written acknowledgment).

If to Municipality: City of Lake Forest
 Brian Joyce
 800 North Field Drive
 Lake Forest, IL 60045
 Attention: Brian Joyce
 E-mail: joyceb@cityoflakeforest.com

If to Consultant: Municipal GIS Partners, Incorporated
 Thomas A. Thomey
 701 Lee Street, Suite 1020
 Des Plaines, IL 60016
 Attention: Thomas Thomey
 E-mail: tthomey@mgpinc.com

12.16 Force Majeure. No party to this Contract shall be responsible or liable for, or deemed in breach hereof because of, any delay in the performance of its respective obligations under this Contract to the extent that such delay is due substantially to circumstances beyond the

party's reasonable control and without the fault or negligence of the party experiencing such delay. Such circumstances may include, but are not limited to, any act of God, fire or other casualty, epidemic, quarantine, "stay home" or similar order, strike or labor dispute, embargo, war or violence, act of terrorism, or any law, order, proclamation, ordinance, demand, requirement, action or inaction of any national, state, provincial, local, or other government or governmental agency (each, a "***Force Majeure***"). Upon the occurrence of a Force Majeure, the party experiencing the Force Majeure shall notify the other party in writing immediately following such Force Majeure, but in no case later than three (3) business days after such party becomes aware of the occurrence of the Force Majeure. The written notification shall provide a reasonably detailed explanation of the Force Majeure.

12.17 Counterpart Execution. This Contract, Statement of Work or any Supplemental Statement of Work may be executed in several counterparts, each of which, when executed, shall be deemed to be an original, but all of which together shall constitute one and the same instrument.

[REMAINDER INTENTIONALLY LEFT BLANK; SIGNATURE PAGE FOLLOWS]

IN WITNESS WHEREOF, the undersigned have placed their hands and seals hereto as of the date first above written.

ATTEST:

CITY OF LAKE FOREST

By: _____
Name: Margaret Boyer
Its: City Clerk

By: _____
Name: George Pandaleon
Its: Mayor

ATTEST:

CONSULTANT:

**MUNICIPAL GIS PARTNERS,
INCORPORATED**

By: Donna J. Thomey
Name: Donna Thomey
Its: Management Support Specialist

By: Thomas A. Thomey
Name: Thomas Thomey
Its: President and General Manager

Attachment 1

Statement of Work to GIS Consortium Service Provider Contract

1) General Purpose. The Consultant will perform all or part of the Municipality's geographic information system (GIS) management, development, operation, and maintenance. In addition to supporting the existing GIS program, the Consultant will identify opportunities for continued development and enhancement.

The Municipality will be sharing management, development, maintenance expertise and staffing with other municipalities as a member of the Geographic Information System Consortium (GISC). The benefits to the Municipality include, but are not limited to, collective bargaining for rates and services, shared development costs, and joint purchasing and training.

The Consultant is the sole Service Provider for GISC and is responsible for providing the necessary GIS professional resources to support this entity. The Consultant will facilitate and manage resource, cost, and technical innovation sharing among GISC members.

2) Service Types. The Consultant will provide two (2) service types. The intent of this distinction is to track specific types of investment without overburdening general operation of the GIS program. Many of these services will go unnoticed but are required to sustain the GIS program. The Consultant will employ reasonable professional discretion when specific direction is not provided. The two (2) services types are as follows:

A. Services related to the direct management, development, operation, and maintenance of the GIS required to reasonably support the system.

B. Services relating to the investigation, research, and development of new functionality and capability for the GIS Consortium and its members.

3) Services. The Consultant will provide the necessary resources to support the GIS program. The allocation of these resources will be reasonably commensurate with the level of expertise required to fulfill the specific task which includes, but is not limited to, the following:

A. Site Analyst provides the daily operation, maintenance, and support of the program for the Municipality, either physically on-site or remotely (as determined by the Consultant). The Site Analyst is responsible for database management and data quality, map and product development, user training and help-desk, project identification and program documentation.

B. The Shared Analyst provides technical support to the Site Analyst and the Municipality including trouble-shooting and project implementation. The Shared Analyst is responsible for developing, testing, and managing the GISC shared solutions including the standard data model and processes, centralized databases, and software applications.

C. The Client Account Manager is responsible for the coordination and operation of the program for the Municipality including leadership alignment and reporting, planning and budgeting, resource allocation, and performance management.

D. The Manager is responsible for the overall GISC program including the development and implementation of new shared opportunities based on the direction and instructions of the GISC Board of Directors.

4) Projected Utilization and Service Rates. The service rates set forth below are based on, among other things, the negotiated annual projected utilization of all GISC members. The Consultant shall negotiate annually with the Board of Directors (the “**Board**”) of GISC to adjust the annual projected utilization and service rates for the members of GISC. It is anticipated that the Consultant will submit its proposed annual projected utilization and service rates (the “**Proposal**”) to the Board for approval every year on or about July 31st. Upon the Board’s approval of the Proposal, the annual projected utilization and service rates shall become binding on the Municipality and incorporated into this Contract by reference, which shall automatically become effective on January 1st and remain in effect for the remainder of such calendar year. The approved annual projected utilization and the service rates will be promptly distributed by the Board or the Consultant to the Municipality. Notwithstanding the foregoing, in the event the Board, for any reason whatsoever (including the Board being disbanded) does not approve the Proposal, the Consultant may submit its proposed annual projected utilization and service rates directly to the Municipality by no later than October 1st, and upon written approval by the Municipality shall become effective on January 1st. Consultant agrees that, each year, the new aggregate annual contract value for the Municipality will not exceed the greater of (i) cost-of-living adjustments based on the CPI¹ measured as of the most recent CPI number available prior to submitting the Proposal, or (ii) 3%. The GISC service and projected utilization rates set forth below are effective as of the Effective Date until December 31 of such calendar year:

A. Projected Utilization

1. 1,648 hours of Site Analyst
2. 327 hours of Shared Analyst
3. 165 hours of Client Account Manager
4. 81 hours of Manager

¹For purposes of this Contract, “CPI” shall mean the all items Consumer Price Index for all Urban Consumers in the Chicago-Gary-Kenosha area. In the event that publication or issuance of the Index is discontinued or suspended, the CPI shall be an index published or issued by the United States Department of Labor or any bureau or agency thereof that computes information from substantially the same statistical categories and substantially the same geographic areas as those computed in the CPI and that weights such categories in a substantially similar way to the weighting of the CPI at the Effective Date. The CPI rates, solely for reference purposes, may be accessed at <http://www.bls.gov/ro5/cpichi.htm>, it being understood that the Consultant makes no representation or warranty that the rates published on such website are accurate.

B. Service Rates

1. \$91.15 per hour for Site Analyst
2. \$91.15 per hour for Shared Analyst
3. \$106.90 per hour for Client Account Manager
4. \$134.00 per hour for Manager

Total Not-to-Exceed Amount for Services (Numbers): \$208,514.00.

Total Not-to-Exceed Amount for Services (Figures): two hundred eight thousand five hundred fourteen and 00/100 dollars.

Attachment 2

To GIS Consortium Service Provider Contract

Insurance

Consultant's Insurance

Consultant shall procure and maintain, for the duration of this Contract, insurance against claims for injuries to persons or damages to property, which may arise from or in connection with the performance of the work hereunder by the Consultant, its agents, representatives, employees or subcontractors.

A. **Minimum Scope of Insurance:** Coverage shall be at least as broad as:

1. Insurance Services Office Commercial General Liability occurrence form CG 0001 with the Municipality named as additional insured, on a form at least as broad as the ISO Additional Insured Endorsement CG 2010 and CG 2026.
2. Insurance Service Office Business Auto Liability coverage form number CA 0001, Symbol 01 "Any Auto."
3. Workers' Compensation as required by the Labor Code of the State of Illinois and Employers' Liability insurance.

B. **Minimum Limits of Insurance:** Consultant shall maintain limits no less than:

1. **Commercial General Liability:** \$1,000,000 combined single limit per occurrence for bodily injury, personal injury and property damage. The general aggregate shall be twice the required occurrence limit. Minimum General Aggregate shall be no less than \$2,000,000 or a project/contract specific aggregate of \$1,000,000.
2. **Business Automobile Liability:** \$1,000,000 combined single limit per accident for bodily injury and property damage.
3. **Workers' Compensation and Employers' Liability:** Workers' Compensation coverage with statutory limits and Employers' Liability limits of \$500,000 per accident.

C. **Deductibles and Self-Insured Retentions:** Any deductibles or self-insured retentions must be declared to and approved by the Municipality. At the option of the Municipality, either: (1) the insurer shall reduce or eliminate such deductibles or self-insured retentions as it respects the Municipality, its officials, agents, employees and volunteers; or (2) the Consultant shall procure a bond guaranteeing payment of losses and related investigation, claim administration and defense expenses.

D. Other Insurance Provisions: The policies are to contain, or be endorsed to contain, the following provisions:

1. General Liability and Automobile Liability Coverages: The Municipality, its officials, agents, employees and volunteers are to be covered as insureds as respects: liability arising out of activities performed by or on behalf of the Consultant; products and completed operations of the Consultant; premises owned, leased or used by the Consultant; or automobiles owned, leased, hired or borrowed by the Consultant. The coverage shall contain no special limitations on the scope of protection afforded to the Municipality, its officials, agents, employees and volunteers.

2. The Consultant's insurance coverage shall be primary as respects the Municipality, its officials, agents, employees and volunteers. Any insurance or self-insurance maintained by the Municipality, its officials, agents, employees and volunteers shall be excess of Consultant's insurance and shall not contribute with it.

3. Any failure to comply with reporting provisions of the policies shall not affect coverage provided to the Municipality, its officials, agents, employees and volunteers.

4. The Consultant's insurance shall contain a Severability of Interests/Cross Liability clause or language stating that Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

5. If any commercial general liability insurance is being provided under an excess or umbrella liability policy that does not "follow form," then the Consultant shall be required to name the Municipality, its officials, employees, agents and volunteers as additional insureds

6. All general liability coverages shall be provided on an occurrence policy form. Claims-made general liability policies will not be accepted.

7. The Consultant and all subcontractors hereby agree to waive any limitation as to the amount of contribution recoverable against them by the Municipality. This specifically includes any limitation imposed by any state statute, regulation, or case law including any Workers' Compensation Act provision that applies a limitation to the amount recoverable in contribution such as *Kotecki v. Cyclops Welding*.

E. All Coverages: Each insurance policy required by this paragraph shall be endorsed to state that coverage shall not be suspended, voided, cancelled, reduced in coverage or in limits except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the Municipality.

F. Acceptability of Insurers: Insurance is to be placed with insurers with a Best's rating of no less than A-, VII and licensed to do business in the State of Illinois.

G. Verification of Coverage: Consultant shall furnish the Municipality with certificates of insurance naming the Municipality, its officials, agents, employees, and volunteers as additional insured's and with original endorsements, affecting coverage required herein. The certificates and endorsements for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf. The certificates and endorsements are to be received and approved by the Municipality before any work commences. The Municipality reserves the right to request full certified copies of the insurance policies and endorsements.

Exhibit A

SAMPLE Form of Supplemental Statement of Work

Pursuant to and in accordance with Sections 1.2 and 12.10 of that certain GIS Consortium Service Provider Contract dated [INSERT DATE] (the “**Contract**”) between the _____ of _____ (the “**Municipality**”) and Municipal GIS Partners, Incorporated (the “**Consultant**”) hereby agree to the following SUPPLEMENTAL STATEMENT OF WORK (“**SSOW**”):

1. Description of Additional Services:

[None] or [Describe new services being provided or no longer being provided. Note if Supplemental Statement of Work is intended to replace a previously approved and effective Statement of Work]

2. Project Schedule/Term:

[Insert date by which supplemental work must be commenced and completed with any appropriate milestones]

3. Projected Utilization: [Insert rate effective dates]

- A. _____ hours of Site Analyst
- B. _____ hours of Shared Analyst
- C. _____ hours of Client Account Manager
- D. _____ hours of Manager

4. Service Rates: [Insert rate effective dates]

- E. \$_____ per hour for Site Analyst
- F. \$_____ per hour for Shared Analyst
- G. \$_____ per hour for Client Account Manager
- H. \$_____ per hour for Manager

Total Not-to-Exceed Amount for Services (Numbers) : \$[INSERT]

Total Not-to-Exceed Amount for Services (Figures) : [INSERT]

In the event of any conflict or inconsistency between the terms of this SSOW and this Contract or any previously approved SSOW, the terms of this SSOW will govern and control with respect to the term, projected utilization rates, service rates and scope of services. All other conflicts or inconsistencies between the terms of this Contract and this SSOW shall be governed

and controlled by this Contract. Any capitalized terms used herein but not defined herein shall have the meanings prescribed to such capitalized term in this Contract.

IN WITNESS WHEREOF, the undersigned have placed their hands and seals hereto as of the date first above written.

ATTEST:

Municipality of _____

Municipality Clerk

By: _____
[**MUNICIPALITY/CITY**] Manager

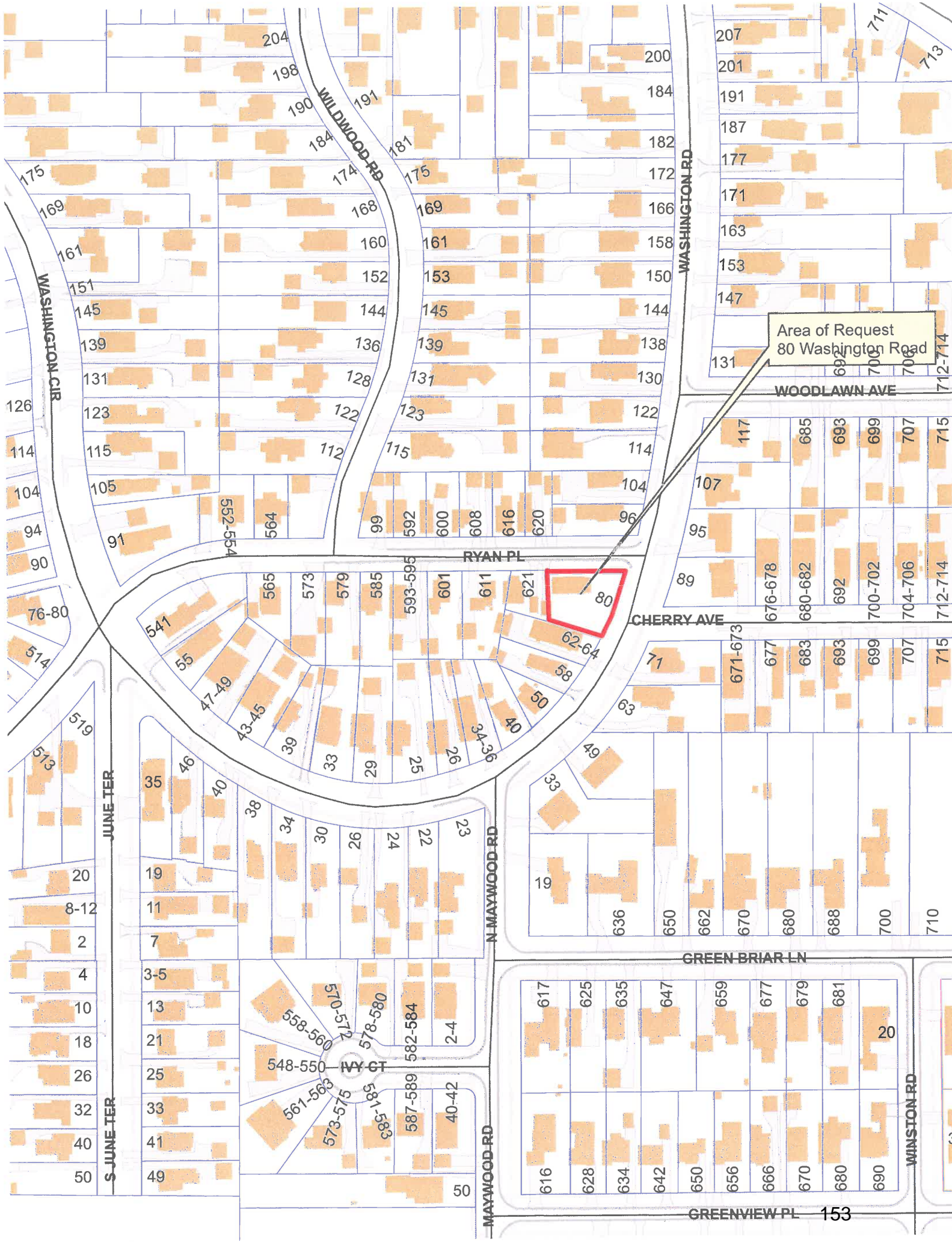
ATTEST:

CONSULTANT:

**MUNICIPAL GIS PARTNERS,
INCORPORATED**

By: _____
Its: _____

By: _____
Its: _____



Area of Request
80 Washington Road

WOODLAWN AVE

RYAN PL

CHERRY AVE

GREEN BRIAR LN

GREENVIEW PL 153

N MAYWOOD RD

MAYWOOD RD

WINSTON RD

JUNE TER

S JUNE TER

WILLOW RD

WASHINGTON RD

WASHINGTON CIR

THE CITY OF LAKE FOREST

ORDINANCE NO. 2020- ____

AN ORDINANCE APPROVING ARCHITECTURAL AND SITE DESIGN FOR THE
PROPERTY LOCATED AT 80 WASHINGTON ROAD

WHEREAS, Elizabeth Roberts ("**Owner**") is the owner of that certain real property commonly known as 80 Washington Road, Lake Forest, Illinois and legally described in Exhibit A, attached hereto ("**Property**"); and

WHEREAS, the Property is located in the GR-3, General Residence Zoning District; and

WHEREAS, the Owner desires to demolish the existing residence and detached garage and construct a replacement residence and attached garage ("**Improvements**") as depicted on the site plan, landscape plan and architectural drawings that are attached hereto as Group Exhibit B ("**Plans**"); and

WHEREAS, the Owner submitted an application ("**Application**") to permit the construction of the Improvements and was required to present the Plans to the Building Review Board ("**BRB**") for its evaluation and recommendation; and

WHEREAS, pursuant to notice duly published, the BRB reviewed and evaluated the Plans at a public hearing held on November 4, 2020; and

WHEREAS, the BRB, having fully heard and having considered the evidence and testimony by all those attending the public hearing who wished to testify, made the following findings:

1. the Property is located within the GR-3, General Residence District under the City Code,

2. the existing structure is not architecturally or historically significant,
3. the existing structure is not habitable without significant investment, repairs and renovations which would result in substantial demolition and result in a compromised end product,
4. the evidence presented indicates that the demolition, if undertaken in conformity with the recommended conditions, will meet the requirements of Section 150.148 of the City Code,
5. Owner proposes to construct the Improvements as depicted on the plans,
6. the evidence presented indicates that the construction of the Improvements, if undertaken in conformity with the recommended conditions and the Plans, will meet the design standards and requirements of Section 150.147 of the City Code,

and recommended that the City Council approve the Application and the Plans, subject to the terms and conditions hereinafter set forth; and

WHEREAS, the Mayor and City Council, having considered Owner's Application to construct the Improvements on the Property, and the findings and recommendations of the BRB, have determined that it is in the best interests of the City and its residents to grant approval to the Application, subject to the terms and conditions hereinafter set forth;

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF LAKE FOREST, COUNTY OF LAKE, STATE OF ILLINOIS, as follows:

SECTION ONE: Recitals. The foregoing recitals are hereby incorporated into and made a part of this Ordinance as if fully set forth.

SECTION TWO: Approval of Application. Pursuant to Section 150.147 of the City Code, and subject to the limitations therein and the conditions set forth in Section Three of this Ordinance, the City Council does hereby grant approval of the Application to allow the demolition of the existing structure and construction of the Improvements on the Property, as more fully depicted on the Plans.

SECTION THREE: Conditions on Approval. The approval granted pursuant to Section Two of this Ordinance shall be, and is hereby, conditioned upon and limited by the following conditions, the violation of any of which shall, in the discretion of the Mayor and City Council, render void the approvals granted by this Ordinance:

- A. No Authorization of Work. This Ordinance does not authorize commencement of any work on the Property. Except as otherwise specifically provided in writing in advance by the City, no work of any kind shall be commenced on the Property pursuant to the approvals granted in this Ordinance except only after all permits, approvals, and other authorizations for such work have been properly applied for, paid for, and granted in accordance with applicable law.
- B. Compliance with Laws. Chapters 150, regarding buildings and construction, 156, regarding subdivisions, and 159, regarding zoning, of the City Code, and all other applicable ordinances and regulations of the City shall continue to apply to the Property, and the development and use of the Property shall be in compliance with all laws and regulations of all other federal, state, and local governments and agencies having jurisdiction.
- C. Tree Preservation. The Owner will fully comply with Chapter 99 of the City Code, regarding trees, as it relates to the construction of the Improvements.

- D. Compliance with the Plans. The Improvements must be developed on the Property in substantial compliance with the Plans.
- E. Fees and Costs. The Owner shall be responsible for paying all applicable fees relating to the granting of the approvals set forth herein in accordance with the City Code. In addition, the Owner shall reimburse the City for all of its costs (including without limitation engineering, planning, and legal expenses) incurred in connection with the review, consideration, approval, implementation, or successful enforcement of this Ordinance. Any amount not paid within 30 days after delivery of a demand in writing for such payment shall, along with interest and the costs of collection, become a lien upon the Property, and the City shall have the right to foreclose such lien in the name of the City as in the case of foreclosure of liens against real estate.
- F. Other conditions. The improvements shall be substantially in conformance with the Board's deliberations as reflected on Exhibit C, Notice of Action – Board Recommendation, attached hereto.

SECTION FOUR: Effective Date. This Ordinance shall be in full force and effect from and after its passage, approval, and publication in pamphlet form in the manner provided by law; provided, however, that this Ordinance shall, in the discretion of the City Council, be of no force or effect if the Owner has not (i) executed and (ii) thereafter filed with the City Clerk, within 90 days following the passage of this Ordinance, the unconditional agreement and consent, in the form attached hereto as Exhibit D and by this reference made a part hereof, to accept and abide by each and all of the terms, conditions, and limitations set forth herein.

PASSED THIS __ DAY OF _____, 2020.

AYES: ()

NAYS: ()

ABSENT: ()
ABSTAIN: ()

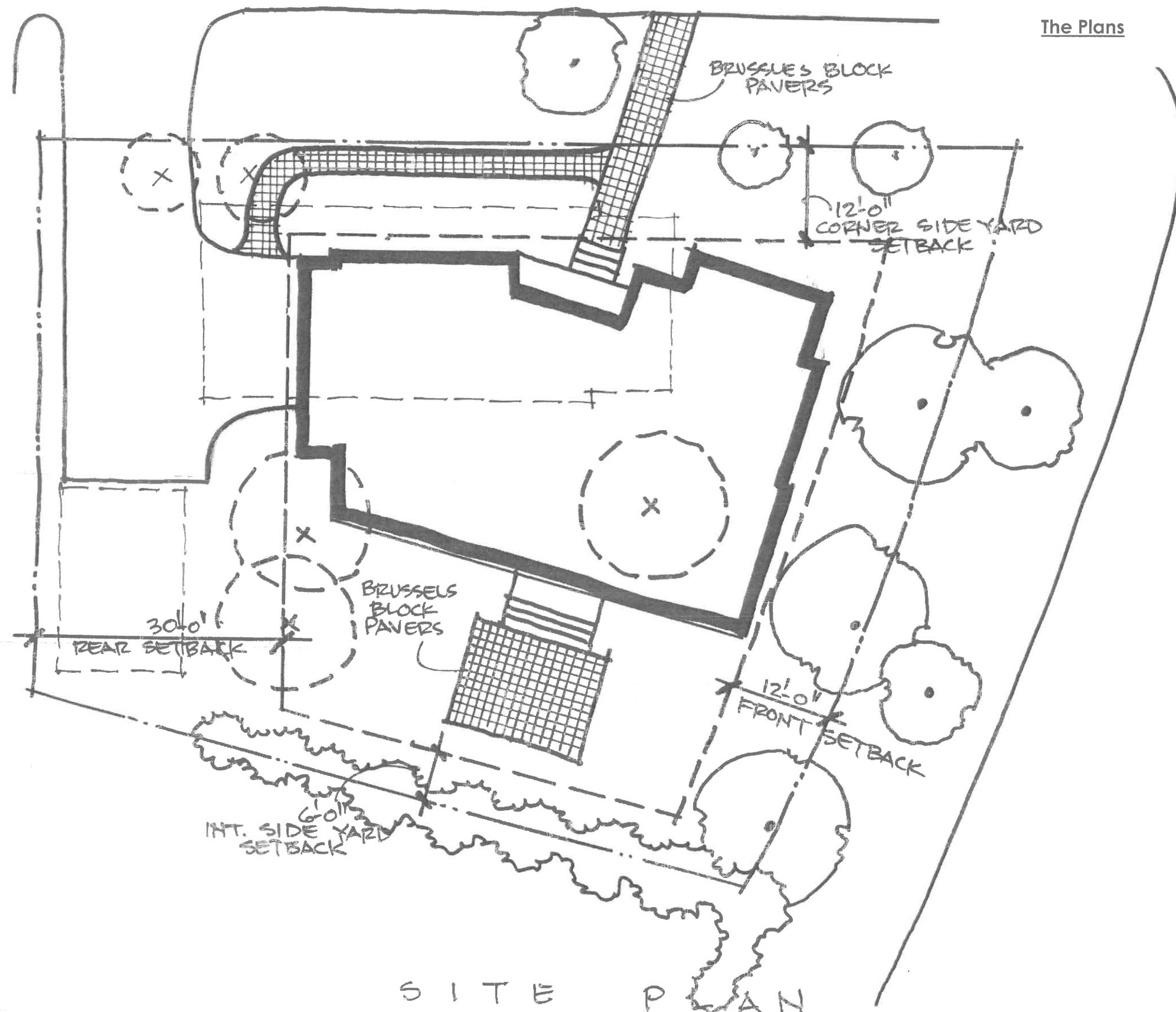
PASSED THIS __ DAY OF _____, 2020.

Mayor

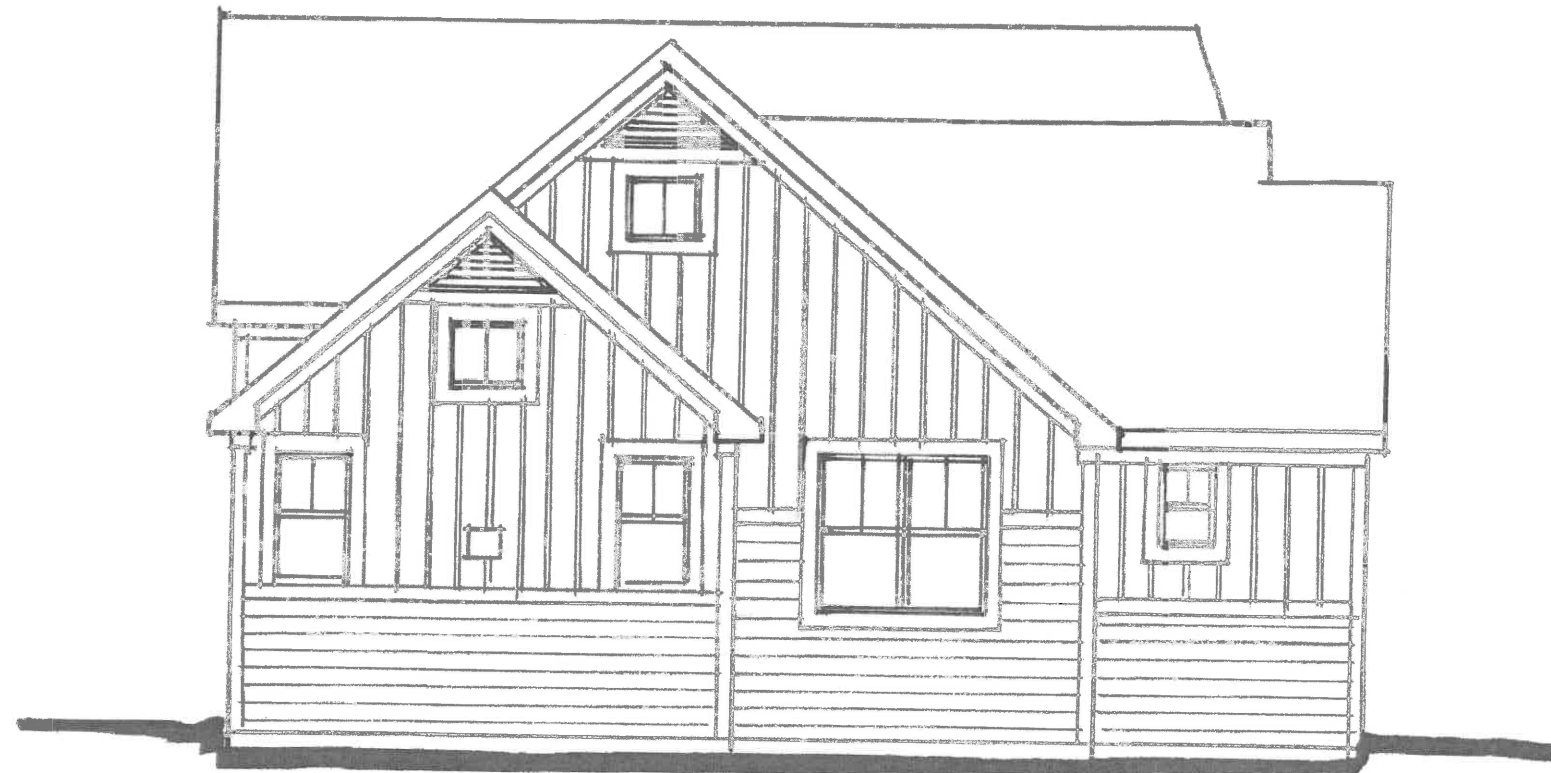
ATTEST:

City Clerk

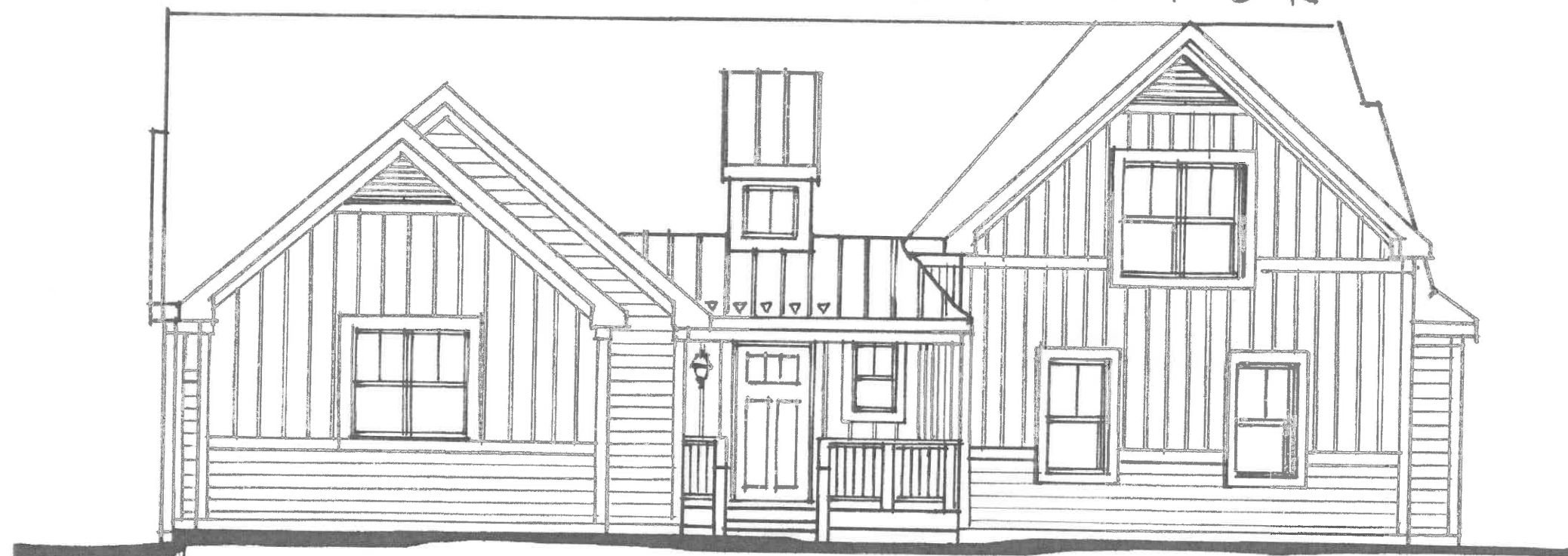
The Plans



ROBERTS RESIDENCE: 80 N. WASHINGTON RD; LE
 JONATHAN CLAIR: ARCHITECT $\frac{1}{8}" = 1'-0"$ 11-12-20

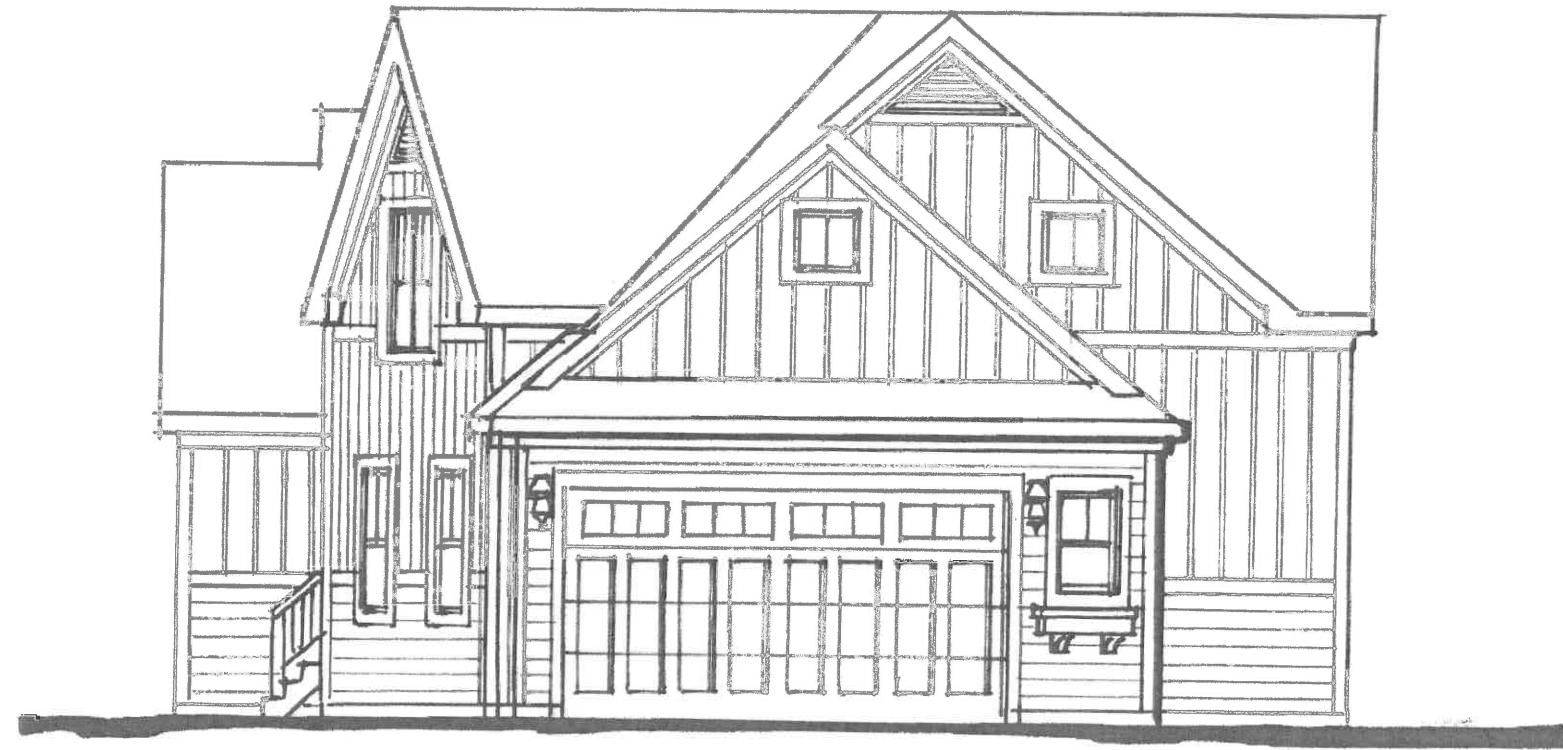


E A S T S I D E E L E V A T I O N

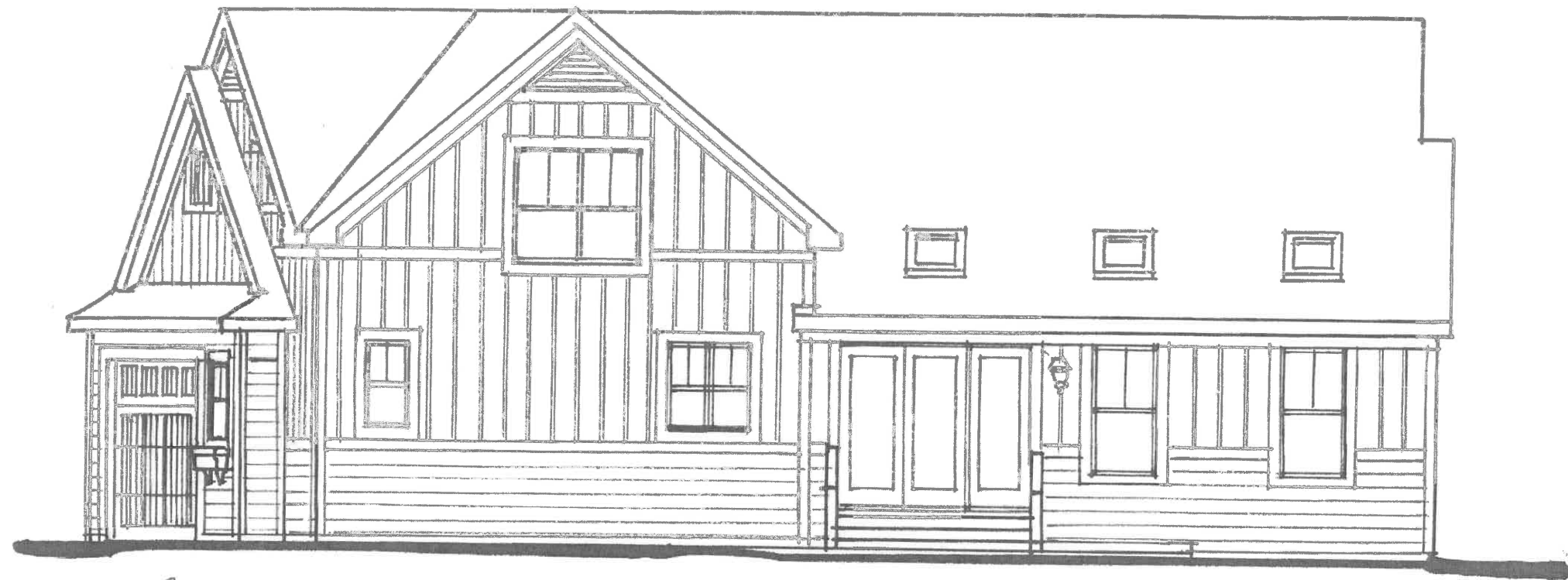


N O R T H S I D E E L E V A T I O N

ROBERTS RESIDENCE: 80 N. WASHINGTON RD, LE.
JONATHAN CLAIR ARCHITECT $\frac{1}{4}" = 1' - 0"$ 11-12-20



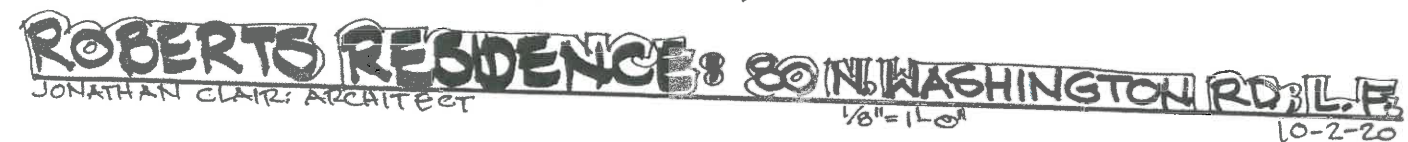
WEST SIDE ELEVATION

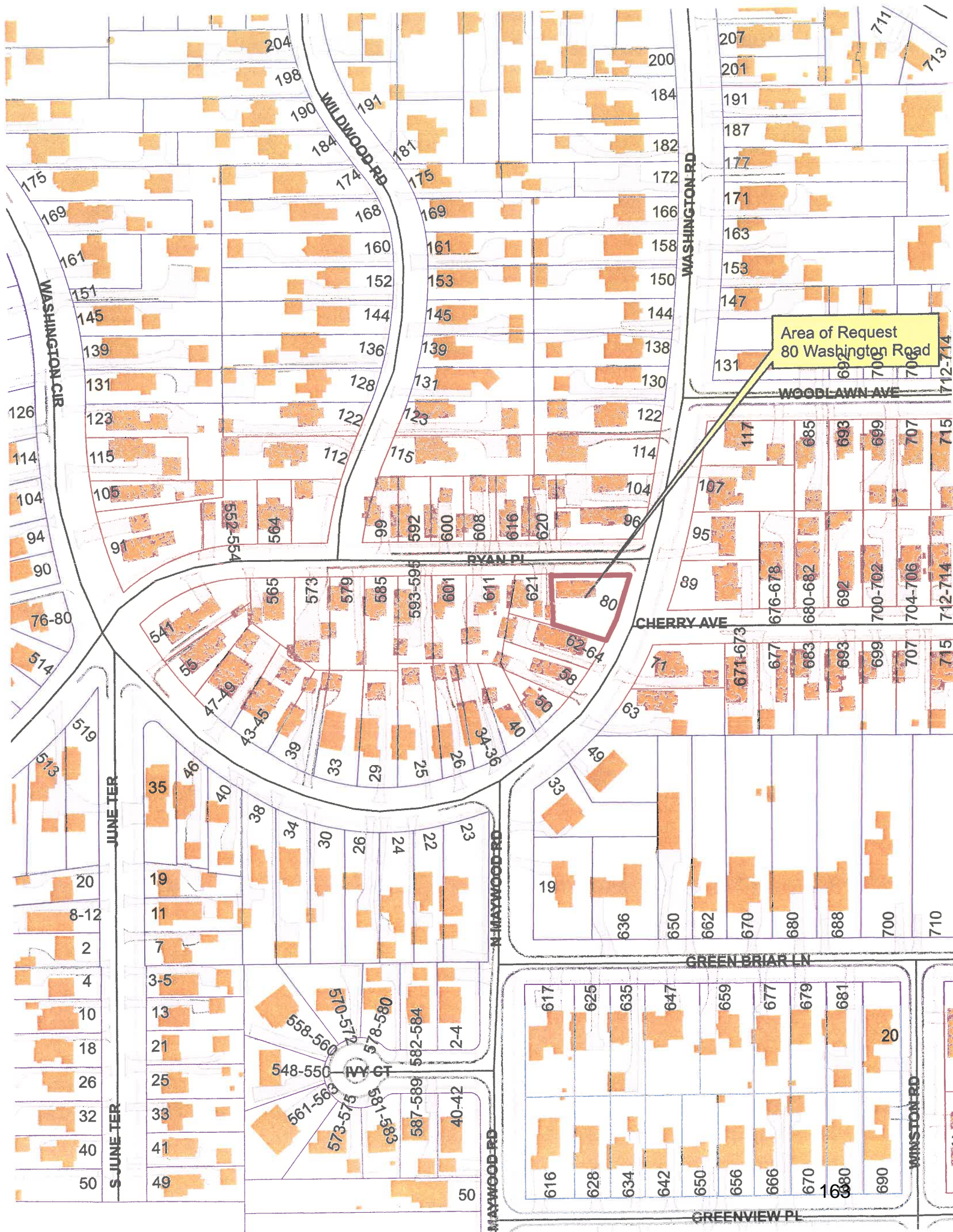


SOUTH SIDE ELEVATION

ROBERTS RESIDENCE: 80 N. WASHINGTON RD; L.F.
JONATHAN CLAIR: ARCHITECT $\frac{1}{4}''=1'-0''$ 11-12-20

The Plans





THE CITY OF LAKE FOREST

ORDINANCE NO. 2020-__

AN ORDINANCE GRANTING A VARIANCE FROM THE FRONT YARD SETBACK FOR
PROPERTY LOCATED AT 80 WASHINGTON ROAD

WHEREAS, Elizabeth Roberts ("**Owner**") is the owner of that certain real property commonly known as 80 Washington Road, Lake Forest, Illinois and legally described in Exhibit A, attached hereto ("**Property**"); and

WHEREAS, the Property is located in the GR-3, General Residence Zoning District; and

WHEREAS, the Owner desires to construct improvements, including a new single family residence and attached garage ("**Improvements**") as depicted on the site plan and architectural drawings that are attached hereto as Group Exhibit B ("**Plans**"); and

WHEREAS, the Owner submitted an application ("**Application**") requesting approval of a variance from Section 159.087, GR-3, General Residence District, of the City of Lake Forest Code to allow construction of the Improvements, within the front yard setback in general conformance with the prevailing setbacks of homes in the surrounding established neighborhood; and

WHEREAS, pursuant to notice duly published, the ZBA reviewed and evaluated the Plans at a public hearing held on October 26, 2020; and

WHEREAS, the ZBA, having fully heard and having considered the evidence and testimony by all those attending the public hearing who wished to testify, made the following findings:

1. The variance if granted will not alter the essential character of the neighborhood, but instead will allow the new home to be constructed in a manner that is generally consistent with the existing character of the neighborhood and the Washington Road and Ryan Place streetscapes.
2. The conditions upon which the variance is requested include the existing character of the streetscape and the established pattern of setbacks due to the construction of the houses in this neighborhood prior to current setback regulations, are generally unique to this property and this neighborhood and are not generally applicable to other properties in the same zoning district in other areas of the community. In neighborhoods where there is an established and historic pattern of encroachment into the

setback along the streetscape, assuring that new construction is consistent with that pattern serves to preserve the neighborhood character.

3. The hardship, in this case, is caused by the current setback requirements which were established after most of the existing homes in this neighborhood were constructed and after the prevailing setback pattern of houses along the street was established. The hardship is not caused by any persons presently or formerly having an interest in the property.
4. The variance and the resulting new construction will not impair light or ventilation to adjacent properties, increase congestion, endanger public safety, or substantially diminish property values. In fact, the proposed front yard setback will be allow the house to be generally consistent with the development pattern in the neighborhood.

and recommended that the City Council approve the variance subject to the terms and conditions hereinafter set forth; and

WHEREAS, the Mayor and City Council, having considered Owner's Application to construct the Improvements on the Property, and the findings and recommendation of the ZBA, have determined that it is in the best interests of the City and its residents to grant approval of the requested variance subject to the terms and conditions hereinafter set forth;

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF LAKE FOREST, COUNTY OF LAKE, STATE OF ILLINOIS, as follows:

SECTION ONE: Recitals. The foregoing recitals are hereby incorporated into and made a part of this Ordinance as if fully set forth.

SECTION TWO: Approval of Application. Pursuant to Section 159.042 of the City Code, and subject to the limitations therein and the conditions set forth in Section Four of this Ordinance, the City Council does hereby grant approval of the Application to allow the construction of the Improvements on the Property, as more fully depicted on the Plans.

SECTION THREE: Zoning Setback Variance Granted. Based on the findings presented above, the City Council does hereby grant approval of the requested variance to allow the construction of the Improvements, as fully depicted on the Plans; no closer than 12 feet to the front (east) property line.

SECTION FOUR: Conditions on Approval. The approval granted pursuant to Sections Two and Three of this Ordinance shall be, and is hereby, conditioned upon and limited by the following conditions, the violation of any of which shall, in the discretion of the Mayor and City Council, render void the approvals granted by this Ordinance:

- A. No Authorization of Work. This Ordinance does not authorize commencement of any work on the Property. Except as otherwise specifically provided in writing in advance by the City, no work of any kind shall be commenced on the Property pursuant to the approvals granted in this Ordinance except only after all permits, approvals, and other authorizations for such work have been properly applied for, paid for, and granted in accordance with applicable law.
- B. Compliance with Laws. Chapters, 150, regarding building and construction, 156, regarding subdivisions, and 159, regarding zoning, of the City Code, and all other applicable ordinances and regulations of the City shall continue to apply to the Property, and the development and use of the Property shall be in compliance with all laws and regulations of all other federal, state, and local governments and agencies having jurisdiction.
- C. Tree Preservation. The Owner will fully comply with Chapter 99 of the City Code, regarding trees, as it relates to the construction of the Improvements.
- D. Staging, Parking and Storage. Prior to the issuance of building permits, a plan for staging and storage of construction and demolition materials and a plan for parking construction vehicles shall be submitted and will be subject to City review and approval.
- E. Compliance with the Plans. The Improvements must be developed on the Property in substantial compliance with the Plans which detail the porch as an open, rather than an enclosed, element.
- F. Fees and Costs. The Owner shall be responsible for paying all applicable fees relating to the granting of the approvals set forth herein in accordance with the City Code. In addition, the Owner shall reimburse the City for all of its costs (including without limitation engineering, planning, and legal expenses) incurred in connection with the review, consideration, approval, implementation, or successful enforcement of this Ordinance. Any amount not paid within 30 days after delivery of a demand in writing for such payment shall, along with interest and the costs of collection, become a lien upon the Property, and the City

shall have the right to foreclose such lien in the name of the City as in the case of foreclosure of liens against real estate.

- G. Other conditions. The improvements shall be substantially in conformance with the Board's deliberations.

SECTION FIVE: Effective Date. This Ordinance shall be in full force and effect from and after its passage, approval, and publication in pamphlet form in the manner provided by law; provided, however, that this Ordinance shall, in the discretion of the City Council, be of no force or effect if the Owners have not (i) executed and (ii) thereafter filed with the City Clerk, within 90 days following the passage of this Ordinance, the unconditional agreement and consent, in the form attached hereto as Exhibit C and by this reference made a part hereof, to accept and abide by each and all of the terms, conditions, and limitations set forth herein. The City Clerk is hereby directed to record this Ordinance and such agreement and consent with the Recorder of Deeds of Lake County.

PASSED THIS __ DAY OF _____, 2020.

AYES: ()

NAYS: ()

ABSENT: ()

ABSTAIN: ()

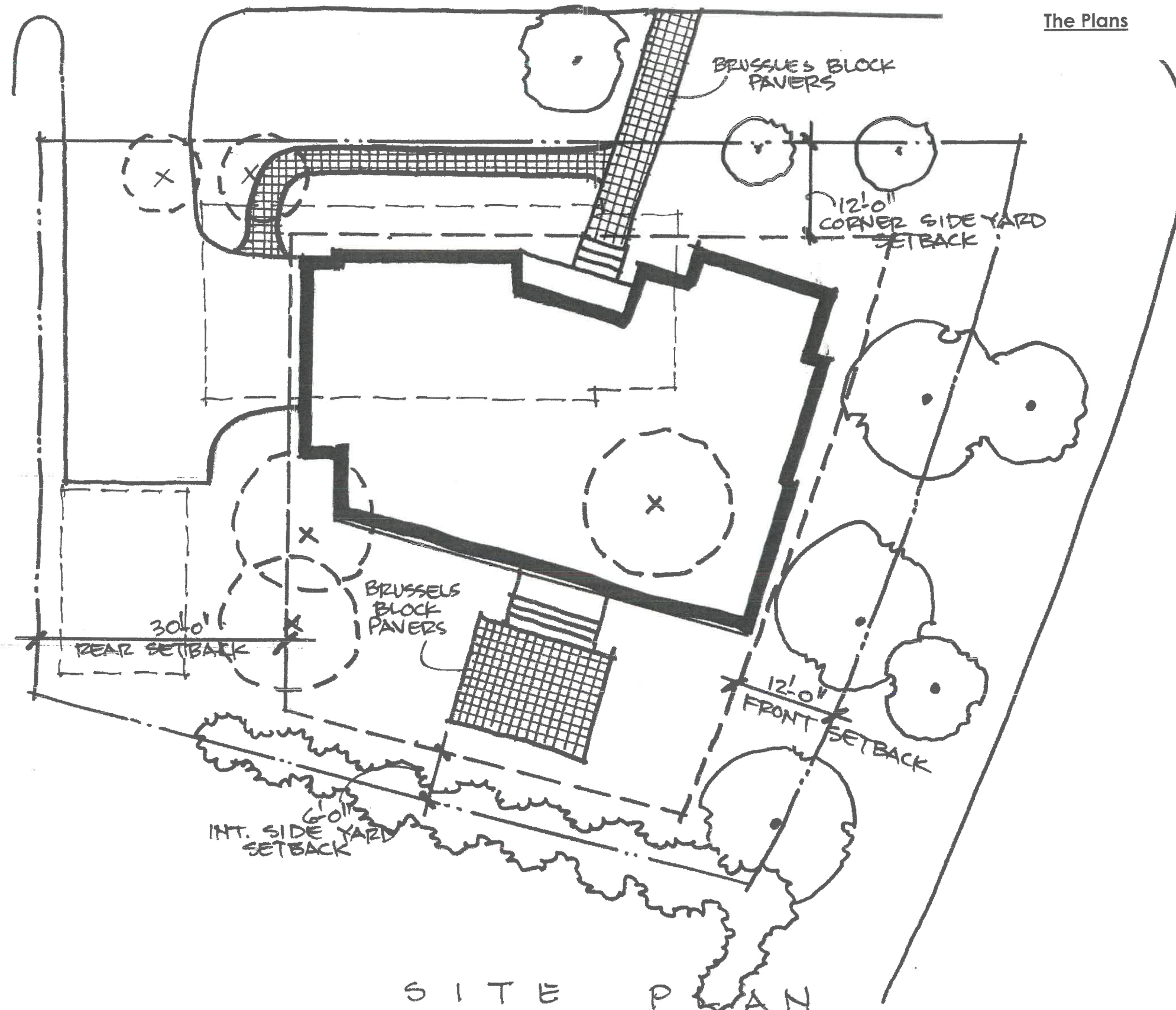
PASSED THIS __ DAY OF _____, 2020.

Mayor

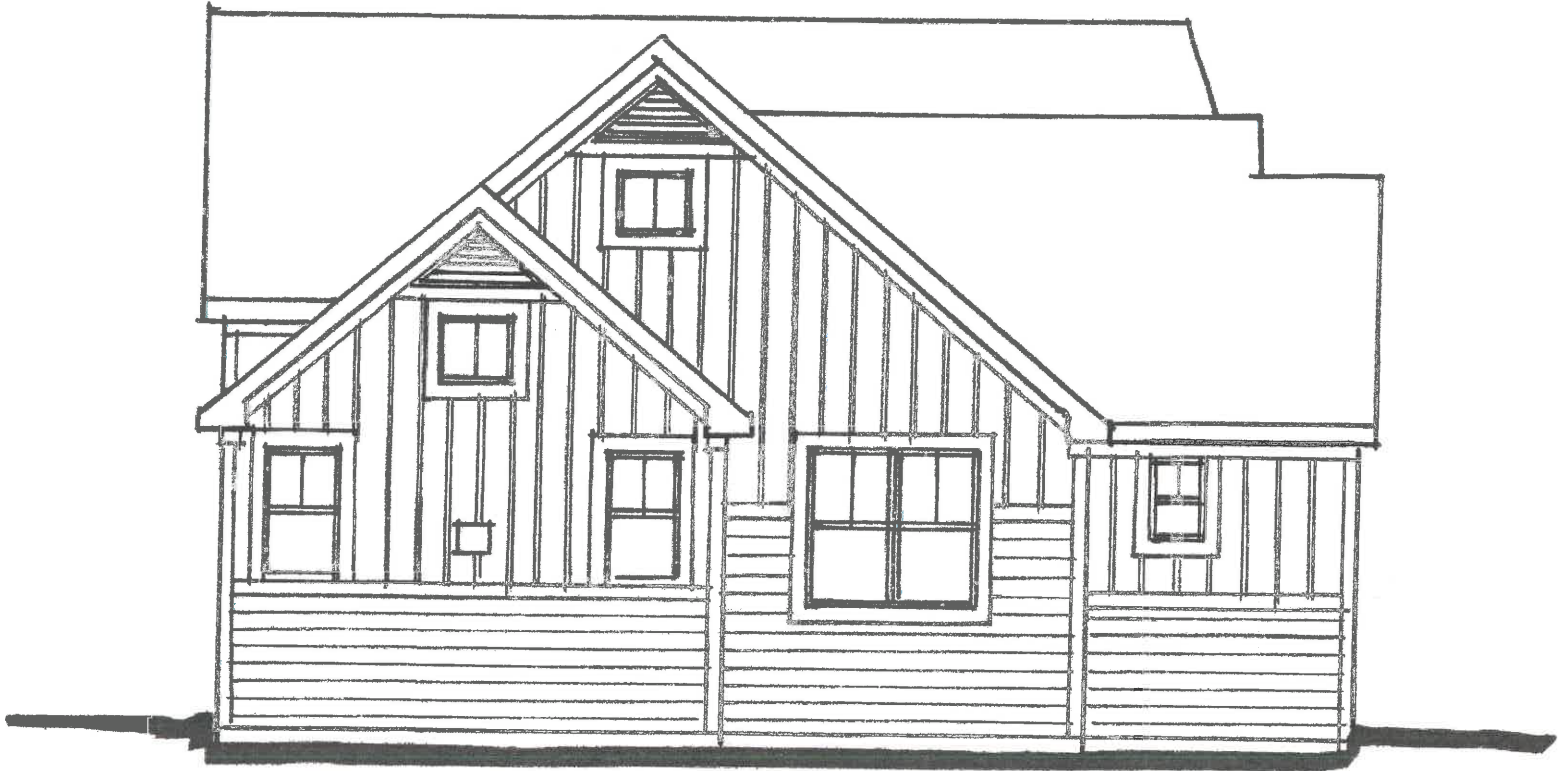
ATTEST:

City Clerk

The Plans



ROBERTS RESIDENCE: 80 N. WASHINGTON RD; LE
 JONATHAN CLAIR: ARCHITECT $\frac{1}{8}" = 1'-0"$ 11-12-20



E A S T S I D E E L E V A T I O N

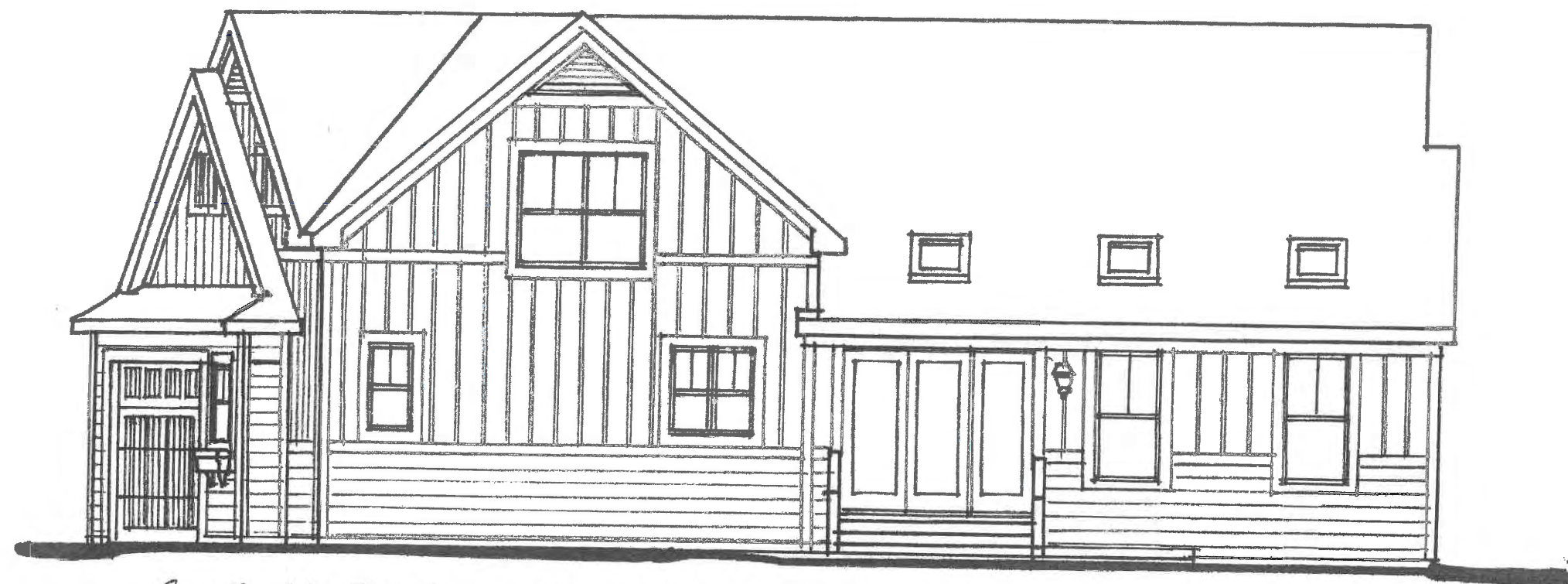


N O R T H S I D E E L E V A T I O N

ROBERTS RESIDENCE: 80 N. WASHINGTON RD, LF.
JONATHAN CLAIR: ARCHITECT 1/4" = 1' 0" 11-12-20



WEST SIDE ELEVATION



SOUTH SIDE ELEVATION

ROBERTS RESIDENCE: 80 N. WASHINGTON RD; L.F.

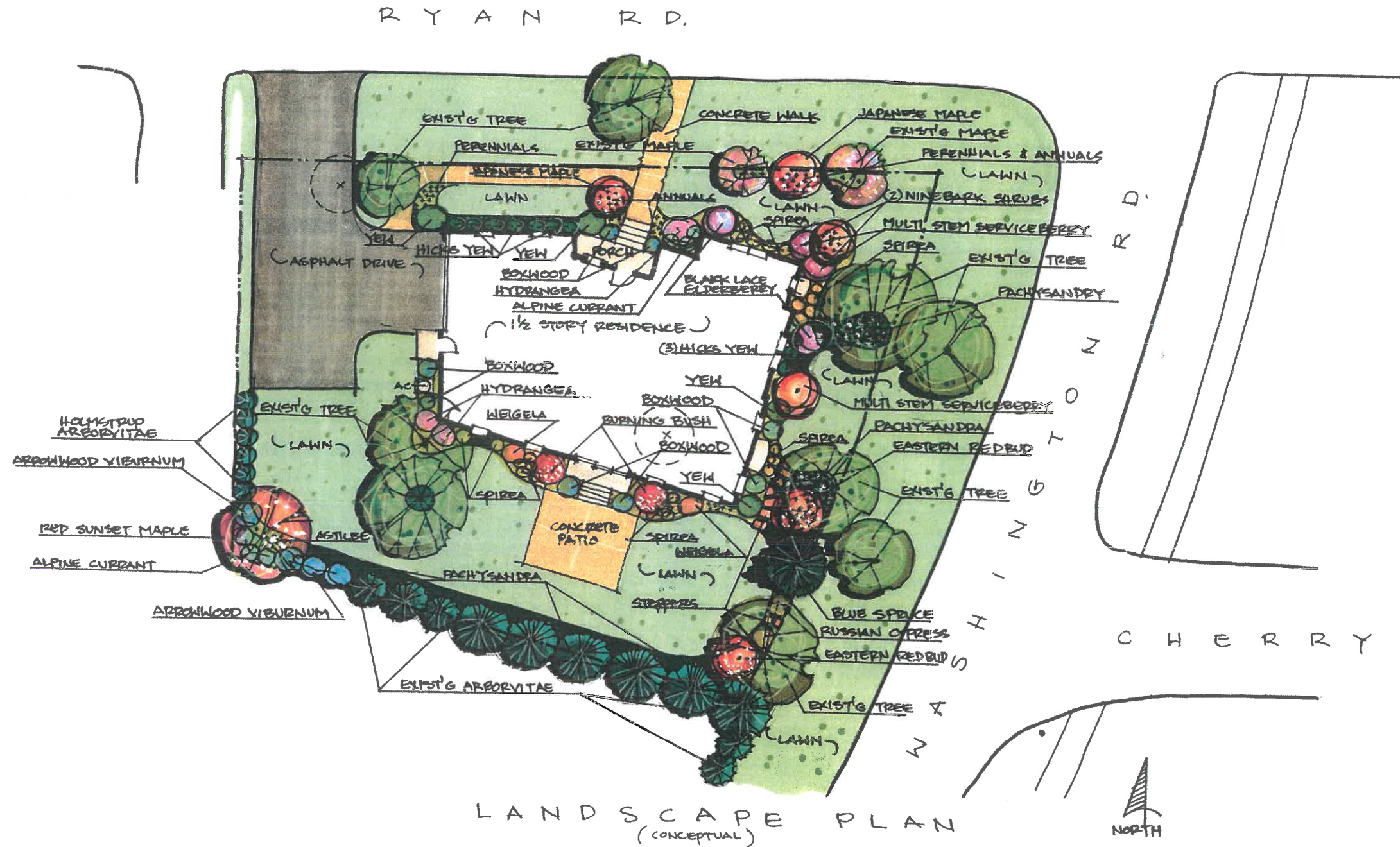
JONATHAN CLAIR, ARCHITECT

1/4"=1'-0"

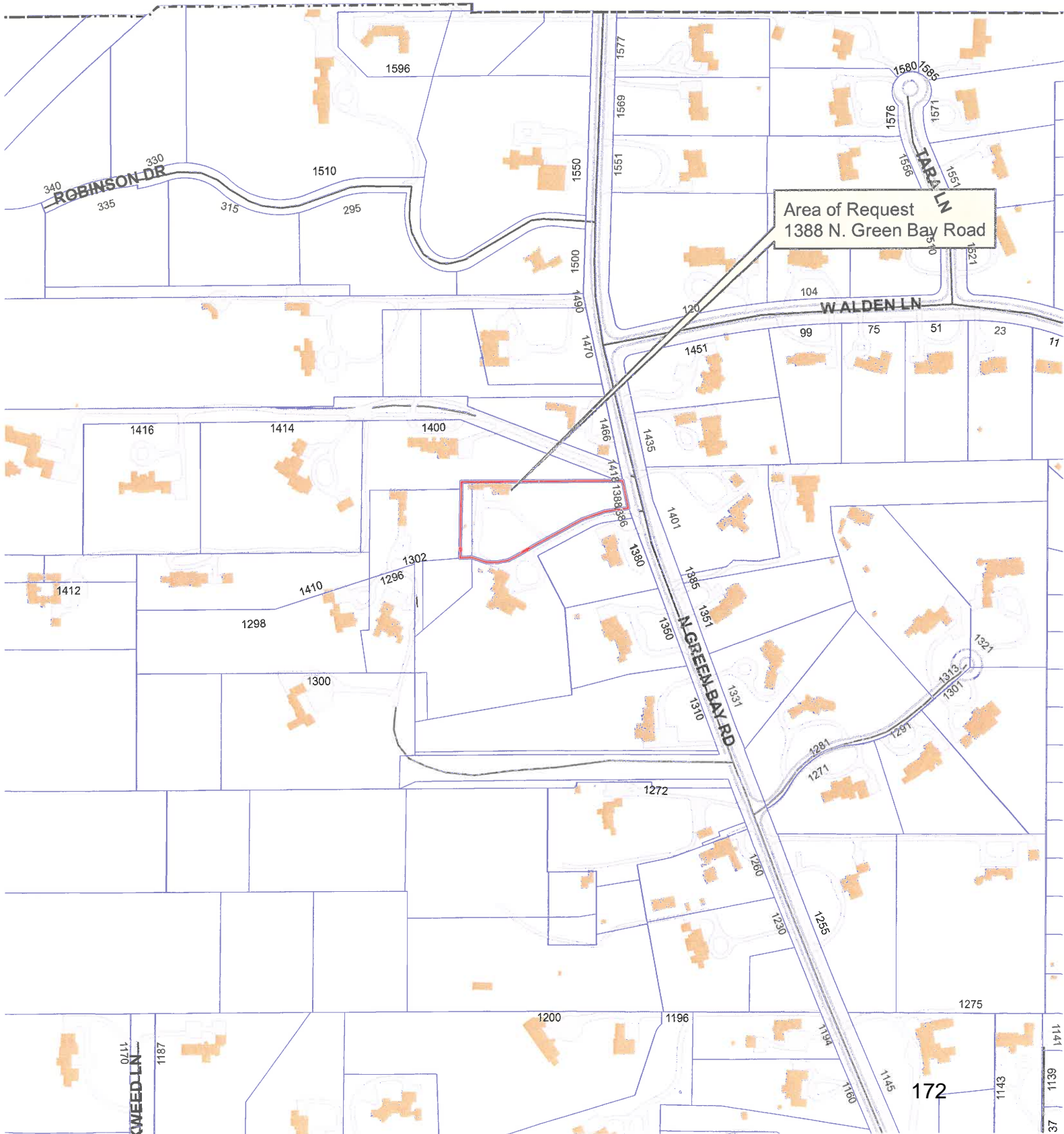
11-12-20

GROUP EXHIBIT B

The Plans



ROBERTS RESIDENCE: 80 N. WASHINGTON RD, L.F.
JONATHAN CLAIR ARCHITECT
1/8" = 1' @ 10-2-20



THE CITY OF LAKE FOREST

ORDINANCE NO. 2020-__

AN ORDINANCE GRANTING A VARIANCE FROM THE LOT-IN-DEPTH SETBACK REQUIREMENTS FOR PROPERTY LOCATED AT 1388 N. GREEN BAY ROAD

WHEREAS, Wending Wood-Prince Trust (Wendy Wood-Prince 100%) ("**Owner**") is the owner of that certain real property commonly known as 1388 N. Green Bay Road, Lake Forest, Illinois and legally described in Exhibit A, attached hereto ("**Property**"); and

WHEREAS, the Property is located in the R-4, Single Family Residence Zoning District; and

WHEREAS, the Owner desires to construct improvements, including additions ("**Improvements**") as depicted on the site plans attached hereto as Group Exhibit B ("**Plans**"); and

WHEREAS, the Owner submitted an application ("**Application**") requesting approval of a variance from Section 159.082, R-4, Single Family Residence District, of the City of Lake Forest Code to allow construction of the Improvements, within the lot-in-depth setback area; and

WHEREAS, pursuant to notice duly published, the ZBA reviewed and evaluated the Plans at a public hearing held on October 26, 2020; and

WHEREAS, the ZBA, having fully heard and having considered the evidence and testimony by all those attending the public hearing who wished to testify, made the following findings:

1. The requested lot-in-depth setback variance will not alter the essential character of the neighborhood. The proposed addition steps in from the north property line further than the existing house, moving away from the closest neighbor. The screen porch addition is wholly in front of the existing main house, not visible from the neighbor to the north.
2. The combination of practical difficulties upon which the request for the variance is based include the original construction of the structure as an outbuilding (Gardener's Cottage) for a larger estate house, the location of the Gardener's Cottage near the north property line of the parcel as created through a later subdivision, construction of the Cottage and approval of the later subdivision prior to current zoning regulations, and the unusual shape of the parcel are all, in combination, unique to this property and not generally applicable to other properties in the same zoning district.

3. The hardship in conforming to the required setback is the location of the existing house wholly within the lot-in-depth setback and the adoption of the current setback regulations by the City well after the Cottage was constructed. The change in the Zoning Code requirements as they pertain to lots in depth were not the result of actions by the current or any former owner of the property.
4. The construction of the addition within the setback as proposed is well away from neighboring homes and will not impair light or ventilation to adjacent properties, increase congestion, endanger public safety, or significantly diminish property values.

and recommended that the City Council approve the variance subject to the terms and conditions hereinafter set forth; and

WHEREAS, the Mayor and City Council, having considered Owner's Application to construct the Improvements on the Property, and the findings and recommendations of the ZBA, have determined that it is in the best interests of the City and its residents to grant approval of the requested variance subject to the terms and conditions hereinafter set forth;

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF LAKE FOREST, COUNTY OF LAKE, STATE OF ILLINOIS, as follows:

SECTION ONE: Recitals. The foregoing recitals are hereby incorporated into and made a part of this Ordinance as if fully set forth.

SECTION TWO: Approval of Application. Pursuant to Section 159.042 of the City Code, and subject to the limitations therein and the conditions set forth in Section Four of this Ordinance, the City Council does hereby grant approval of the Application to allow the construction of the Improvements on the Property, as more fully depicted on the Plans.

SECTION THREE: Zoning Setback Variances Granted. Based on the findings presented above, the City Council does hereby grant approval of the requested variance to allow a two story addition to be constructed no closer than 25 feet to the north property line.

SECTION FOUR: Conditions on Approval. The approval granted pursuant to Sections Two and Three of this Ordinance shall be, and is hereby, conditioned upon and limited by the following conditions, the violation of any of which shall, in the discretion of the Mayor and City Council, render void the approvals granted by this Ordinance:

- A. No Authorization of Work. This Ordinance does not authorize commencement of any work on the Property. Except as

otherwise specifically provided in writing in advance by the City, no work of any kind shall be commenced on the Property pursuant to the approvals granted in this Ordinance except only after all permits, approvals, and other authorizations for such work have been properly applied for, paid for, and granted in accordance with applicable law.

- B. Compliance with Laws. Chapters , 150, regarding building and construction, 156, regarding subdivisions, and 159, regarding zoning, of the City Code, and all other applicable ordinances and regulations of the City shall continue to apply to the Property, and the development and use of the Property shall be in compliance with all laws and regulations of all other federal, state, and local governments and agencies having jurisdiction.
- C. Tree Preservation. The Owner will fully comply with Chapter 99 of the City Code, regarding trees, as it relates to the construction of the Improvements.
- D. Staging, Parking and Storage. Prior to the issuance of building permits, a plan for staging and storage of construction and demolition materials and a plan for parking construction vehicles shall be submitted and will be subject to City review and approval.
- E. Compliance with the Plans. The Improvements must be developed on the Property in substantial compliance with the Plans which detail the porch as an open, rather than an enclosed, element.
- F. Fees and Costs. The Owner shall be responsible for paying all applicable fees relating to the granting of the approvals set forth herein in accordance with the City Code. In addition, the Owners shall reimburse the City for all of its costs (including without limitation engineering, planning, and legal expenses) incurred in connection with the review, consideration, approval, implementation, or successful enforcement of this Ordinance. Any amount not paid within 30 days after delivery of a demand in writing for such payment shall, along with interest and the costs of collection, become a lien upon the Property, and the City shall have the right to foreclose such lien in the name of the City as in the case of foreclosure of liens against real estate.

SECTION FIVE: Effective Date. This Ordinance shall be in full force and effect from and after its passage, approval, and publication in pamphlet form in the manner provided by law; provided, however, that this Ordinance shall, in the discretion of the City Council, be of no force or effect if the Owners have not (i) executed and (ii) thereafter filed with the City Clerk, within 90 days following the passage of this Ordinance, the unconditional agreement and consent, in the form attached hereto as Exhibit C and by this reference made a part hereof, to accept and abide by each and all of the terms, conditions, and limitations set forth herein. The City Clerk is hereby directed to record this Ordinance and such agreement and consent with the Recorder of Deeds of Lake County.

PASSED THIS __ DAY OF _____, 2020.

AYES: ()

NAYS: ()

ABSENT: ()

ABSTAIN: ()

PASSED THIS __ DAY OF _____, 2020.

Mayor

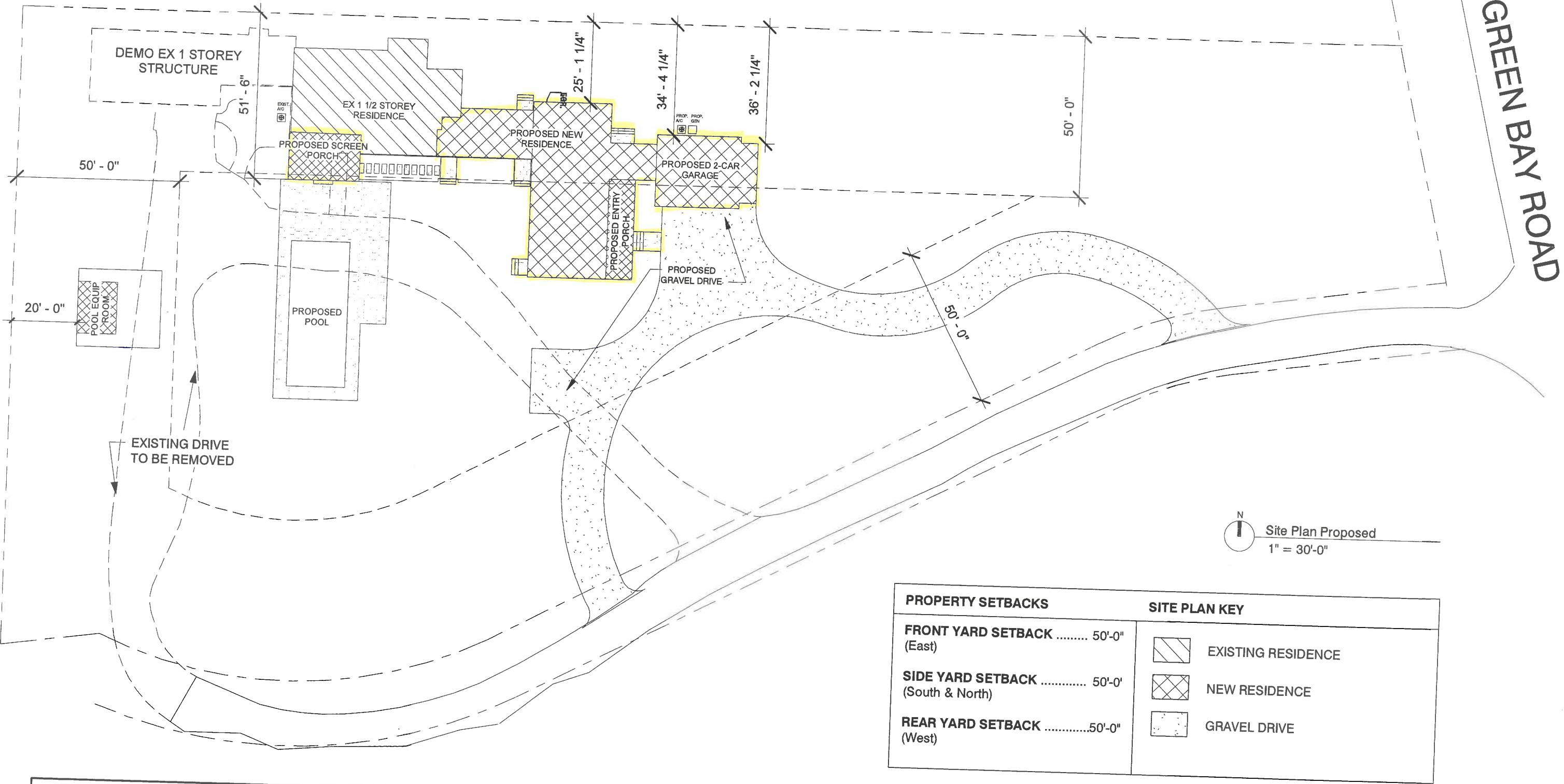
ATTEST:

City Clerk

GROUP EXHIBIT B

The Plans

PROPOSED SITE PLAN



GROUP EXHIBIT B

The Plans

PROPOSED ELEVATIONS

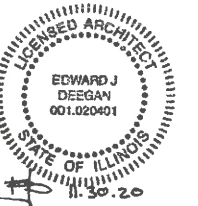


South Elevation
3/32" = 1'-0"



West Elevation
3/32" = 1'-0"

PROPOSED ADDITIONS



Woodprince Residence
1388 N Greenbay Rd,
Lake Forest, IL 60045

EDWARD DEEGAN
ARCHITECTS
503 Park Drive #4
Kenilworth IL 60043
(847) 906-4110

South & West
Elevations

SHEET NO.

ZBA 07

HPC SET
10/08/2020

GROUP EXHIBIT B

The Plans

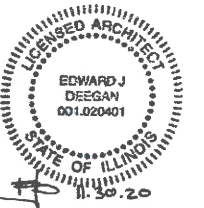


North Elevation
3/32" = 1'-0"



East Elevation
3/32" = 1'-0"

PROPOSED ADDITIONS



Woodprince Residence
1388 N Greenbay Rd,
Lake Forest, IL 60045

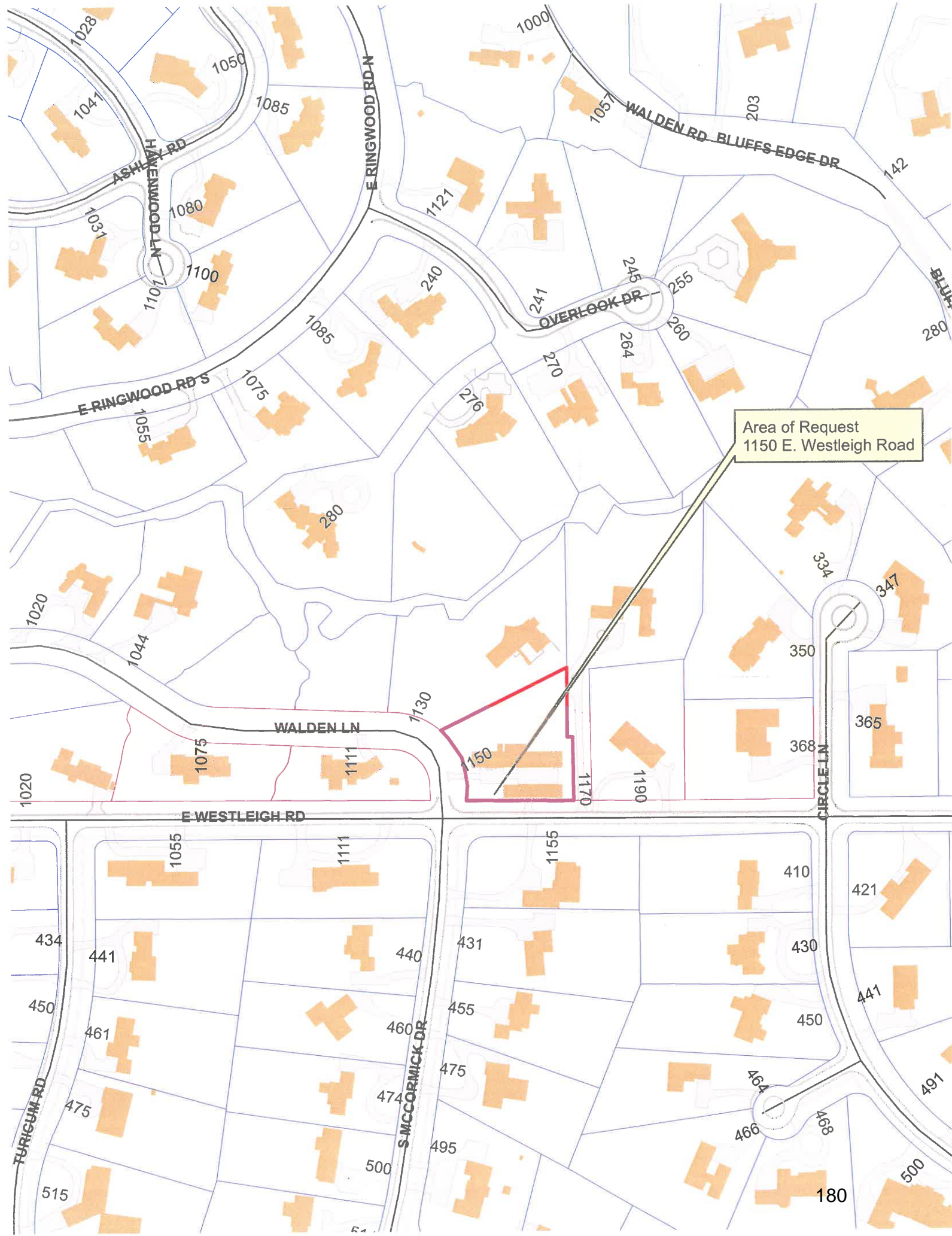
EDWARD DEEGAN
ARCHITECTS
503 Park Drive #4
Kenilworth IL 60043
(847) 906-4110

North & East
Elevations

SHEET NO.

ZBA 06

HPC SET
10/08/2020



THE CITY OF LAKE FOREST

ORDINANCE NO. 2020-__

AN ORDINANCE GRANTING A VARIANCE FROM THE POOL SETBACK REQUIREMENT
FOR PROPERTY LOCATED AT 1150 E. WESTLEIGH ROAD

WHEREAS, John Gibbons and Carlette McMullan ("**Owners**") are the owners of that certain real property commonly known as 1150 E. Westleigh Road, Lake Forest, Illinois and legally described in **Exhibit A**, attached hereto ("**Property**"); and

WHEREAS, the Property is located in the R-3, Single Family Residence Zoning District; and

WHEREAS, the Owners desire to construct improvements, including a ten foot extension of an existing lap pool ("**Improvements**") as depicted on the site plans attached hereto as **Group Exhibit B** ("**Plans**"); and

WHEREAS, the Owners submitted an application ("**Application**") requesting approval of a variance from Section 159.083, R-3, Single Family Residence District, of the City of Lake Forest Code to allow construction of the Improvements, within the pool setback; and

WHEREAS, pursuant to notice duly published, the ZBA reviewed and evaluated the Plans at a public hearing held on November 23, 2020; and

WHEREAS, the ZBA, having fully heard and having considered the evidence and testimony by all those attending the public hearing who wished to testify, made the following findings:

1. The requested variance from the 20 foot pool setback will not alter the essential character of the neighborhood. The proposed modifications to the pool will not change the manner in which the pool is utilized currently, but rather, will provide adequate length to facilitate exercise.
2. The conditions upon which the variance is requested are unique to this property and are not applicable to other properties in the same zoning district throughout the City. This property was part of a large and significant historic estate dating from the early 1900's. The buildings on the site and the in ground trough, which today is preserved and adaptively reused as a pool, were accessory structures to the historic Estate. Today, these structures collectively are adaptively reused as a single family residence preserving a unique part of the historic of Lake Forest.
3. The difficulty or hardship in conforming to the requirements of the Code is the fact that several decades ago, the City approved a subdivision of the

original historic Estate which established this unique parcel on which several outbuildings are located and designated the parcel for adaptive reuse as a single family residence. The subdivision as approved by the City created and recognized the non-conforming conditions. Although a previous property owner initiated the earlier subdivision, the intent and approvals were for the purpose of preserving unique historic structures. Flexibility and creativity are necessary to allow the property to remain viable as a desirable single family home and are consistent with the City's previous actions and intentions in approving the subdivision.

4. Neither the current Code provisions or the current configuration of the property existed at the time the structures were constructed. At the time of construction, the structures were in conformance with the applicable regulations then in effect.
5. The proposed 10-foot extension of the pool within the setback and consistent with the encroachment of the existing pool, will not impair light or ventilation to adjacent properties, increase congestion, endanger public safety, or diminish property values. The changes proposed to the pool do not change the way in which the property is currently used.
6. Due to extensive existing vegetation and further enhancements planned to the vegetation, the extension of the pool will not be visible from off of the site.

and recommended that the City Council approve the variance subject to the terms and conditions hereinafter set forth; and

WHEREAS, the Mayor and City Council, having considered Owners' Application to construct the Improvements on the Property, and the findings and recommendations of the ZBA, have determined that it is in the best interests of the City and its residents to grant approval of the requested variance subject to the terms and conditions hereinafter set forth;

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF LAKE FOREST, COUNTY OF LAKE, STATE OF ILLINOIS, as follows:

SECTION ONE: Recitals. The foregoing recitals are hereby incorporated into and made a part of this Ordinance as if fully set forth.

SECTION TWO: Approval of Application. Pursuant to Section 159.042 of the City Code, and subject to the limitations therein and the conditions set forth in Section Four of this Ordinance, the City Council does hereby grant approval of the Application to allow the construction of the Improvements on the Property, as more fully depicted on the Plans.

SECTION THREE: Zoning Setback Variance Granted. Based on the findings presented above, the City Council does hereby grant approval of the requested

variance to allow expansion of the pool not closer than 2'6" to the south property line, consistent with the location of the existing pool.

SECTION FOUR: Conditions on Approval. The approval granted pursuant to Sections Two and Three of this Ordinance shall be, and is hereby, conditioned upon and limited by the following conditions, the violation of any of which shall, in the discretion of the Mayor and City Council, render void the approvals granted by this Ordinance:

- A. No Authorization of Work. This Ordinance does not authorize commencement of any work on the Property. Except as otherwise specifically provided in writing in advance by the City, no work of any kind shall be commenced on the Property pursuant to the approvals granted in this Ordinance except only after all permits, approvals, and other authorizations for such work have been properly applied for, paid for, and granted in accordance with applicable law.
- B. Compliance with Laws. Chapters , 150, regarding building and construction, 156, regarding subdivisions, and 159, regarding zoning, of the City Code, and all other applicable ordinances and regulations of the City shall continue to apply to the Property, and the development and use of the Property shall be in compliance with all laws and regulations of all other federal, state, and local governments and agencies having jurisdiction.
- C. Tree Preservation. The Owners will fully comply with Chapter 99 of the City Code, regarding trees, as it relates to the construction of the Improvements.
- D. Staging, Parking and Storage. Prior to the issuance of building permits, a plan for staging and storage of construction and demolition materials and a plan for parking construction vehicles shall be submitted and will be subject to City review and approval.
- E. Compliance with the Plans. The Improvements must be developed on the Property in substantial compliance with the Plans which detail the porch as an open, rather than an enclosed, element.
- F. Fees and Costs. The Owners shall be responsible for paying all applicable fees relating to the granting of the approvals set forth herein in accordance with the City Code. In addition, the Owners shall reimburse the City for all of its costs

(including without limitation engineering, planning, and legal expenses) incurred in connection with the review, consideration, approval, implementation, or successful enforcement of this Ordinance. Any amount not paid within 30 days after delivery of a demand in writing for such payment shall, along with interest and the costs of collection, become a lien upon the Property, and the City shall have the right to foreclose such lien in the name of the City as in the case of foreclosure of liens against real estate.

SECTION FIVE: Effective Date. This Ordinance shall be in full force and effect from and after its passage, approval, and publication in pamphlet form in the manner provided by law; provided, however, that this Ordinance shall, in the discretion of the City Council, be of no force or effect if the Owners have not (i) executed and (ii) thereafter filed with the City Clerk, within 90 days following the passage of this Ordinance, the unconditional agreement and consent, in the form attached hereto as **Exhibit C** and by this reference made a part hereof, to accept and abide by each and all of the terms, conditions, and limitations set forth herein. The City Clerk is hereby directed to record this Ordinance and such agreement and consent with the Recorder of Deeds of Lake County.

PASSED THIS __ DAY OF _____, 2020.

AYES: ()

NAYS: ()

ABSENT: ()

ABSTAIN: ()

PASSED THIS __ DAY OF _____, 2020.

Mayor

ATTEST:

City Clerk

GROUP EXHIBIT B

The Plans

GEMINI
DESIGNS

Project

The
Gibbons
Residence

1150 Westleigh Rd.
Lake Forest, IL

Issued: 8.13.2020

Date:	Description:	By:
10.30.2020	Pool setback dimensions noted	

Sheet Title:

Pool Area
Concept
& Existing Trees

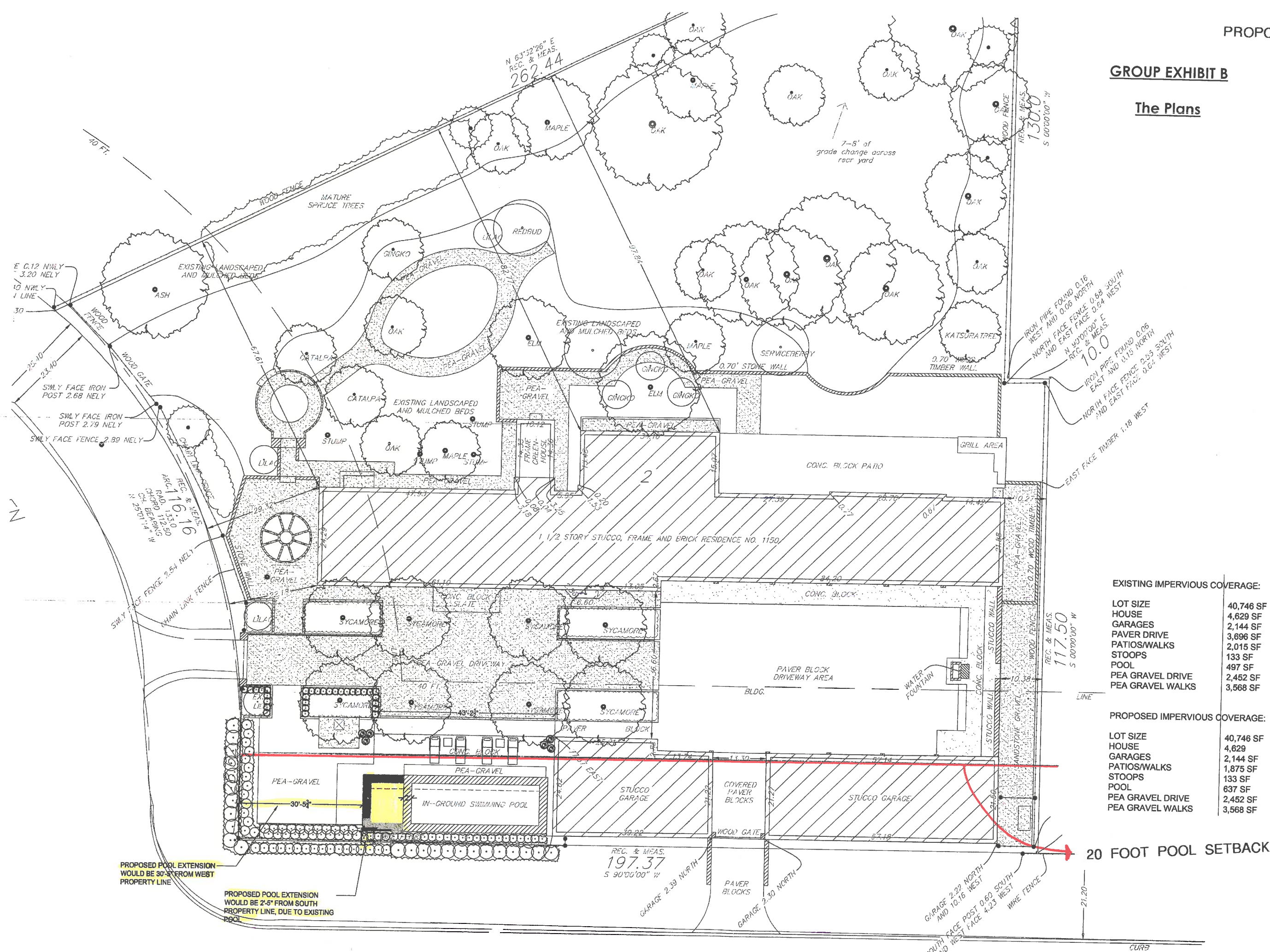
Scale: 1"=10'



Sheet No:



L-4



EXISTING IMPERVIOUS COVERAGE:

Item	SF
LOT SIZE	40,746
HOUSE	4,629
GARAGES	2,144
PAVER DRIVE	3,696
PATIOS/WALKS	2,015
STOOPS	133
POOL	497
PEA GRAVEL DRIVE	2,452
PEA GRAVEL WALKS	3,568

PROPOSED IMPERVIOUS COVERAGE:

Item	SF
LOT SIZE	40,746
HOUSE	4,629
GARAGES	2,144
PAVER DRIVE	1,875
PATIOS/WALKS	1,875
STOOPS	133
POOL	637
PEA GRAVEL DRIVE	2,452
PEA GRAVEL WALKS	3,568

20 FOOT POOL SETBACK